



## Commission Meeting Minutes

February 24, 2012

2pm-4pm

Symposium Meeting at the Red Lion

Helena, MT

AGENDA	DIALOGUE	ACTION ITEMS
I. Vice Chair Karin Olsen Billings Welcomes and Opens Meeting	Meeting called to order at 1:45pm.	
a. Roll Call	<p><u>Commission Members Present:</u> Karin Olsen Billings, Jackie Girard, Nancy Matheson, Keith Kelly (at 2:15), James Corson, Doug Braun, and David Van Son</p> <p><u>Commission Members Excused:</u> Chair Kim Miske, Jack Chambers, Robert Nystuen, John Ilgenfritz, Stefani Hicswa, Adam Vauthier, Austin Lyle, Col. Scott Smith, James Steele.</p> <p><u>Guests and Staff Present:</u> OCS- Jan Lombardi, Rebecca Steele, Tony Dean, Jim Auer, Julia Gustafson, Kim Leighton, Devin Cowan, JFMG- Sarah Sadowski, Jake West, CNCS - Amy Busch , MLSA - Brittany Waiss, NCAT - Todd Hunkler , MTCC- Dean McGovern, OPI-Heather Margolis, PRC- Abby Zent</p>	
b. Approval of 12/9/11 Minutes	Commissioner Corson moves to approve the 12/9/11 meeting minutes. Doug Braun seconds the motion. The motion carries and the minutes are approved.	<a href="#">12/9/11 Minutes</a> Approved
c. Announcements	Vice Chair Billings notes the challenge of meeting on this date and explains that a quorum is not needed because there is no action item this meeting.	
II. Governor's Office of Community Service Updates		
a. <a href="#">National Direct Consultations</a>	Jan Lombardi explains the background on National Direct Consultations and applauds Commissioner John Ilgenfritz for an excellent job reviewing the applications. John contacted all the programs and requested applications for the office. The applications that were not supported are those that did not contact the office or follow the process.	

	<p>Commissioner Jim Corson asks if in the future there could be a more active role for the Commission as this seems like more of a summary.</p> <p>Commissioner Jackie Girard explains the process on the national level as well as the state level to clarify their role as a State Commission.</p> <p>Jan also explained the process in the office is that Rebecca Steele takes the lead communication with National Directs and works with Jim Auer and Tony Dean. All National Directs are invited to participate in conference calls and training opportunities.</p>	
<p>b. AmeriCorps Grant Training</p>	<p>Jan Lombardi invites Rebecca Steele, grants coordinator, to give a brief AmeriCorps Grants Training and notes that staff will schedule a conference call with detailed training in the spring.</p> <p>Rebecca Steele explains that the grant process happens twice a year-competitive in the fall and formula in the spring. The applicants for competitive funding apply to the commission, and if approved they are moved onto the competition and approval on the federal level. Formula funding applicants only compete on a state level. The Commission receives a set amount of formula funding and once the Commission makes the formula funding decision, applicants are sent to the CNCS for approval only. Rebecca emphasizes that the Commission makes the final formula decision and must identify programs that truly represent our State's values and will benefit our communities. Rebecca explains the formula RFP process and timeline and notes the small changes from the competitive process, including the removal of presentations from interviews. It is anticipated that staff will hear from CNCS by 5/31 on the status of competitive funding.</p> <p>Commissioner Jim Corson requests that the Commission Meeting in June is in-person since it will be an action item to vote on grant applications. Commissioner Matheson supports Jim's request.</p> <p>Jan Lombardi asks for Grant Review Workgroup volunteers. Jim Corson volunteers and Nancy Matheson expresses interest. Rebecca explains that there will still be one lead Reviewer and staff will lead members through the scoring process.</p> <p>Jackie Girard asks when dates will be posted. Rebecca Steele responds that</p>	

	the dates are already posted on serve.mt.gov and the RFP will be posted on March 28.	
c. Updates	<p>Jan Lombardi gives a legislative and funding update. After operating under a continuing resolution, a budget was finalized resulting in cuts to state commissions. Two funding streams, technical assistance and disability inclusion, were removed. Some funding has been restored since then and the President’s budget includes an increase for National Service funding. There continues to be initiatives to remove National Service funding and Jan will keep commissioners updated.</p> <p>Jan distributes the updated <a href="#">Montana factsheets from CNCS</a> and encourages commissioners to use these as a resource. Jackie Girard notes that not all locations are listed, example senior corps only lists the office locations not where the members serve. Rebecca Steele also points out that there are over 600 service sites for AmeriCorps members in Montana and staff can pull that information upon commissioner request. Jackie Girard also notes that Learn and Serve funding was cut and Amy Busch has been closing out 12 grants.</p> <p>Karin Billings encourages Commissioners to stay informed and to share information on the impact of National Service in Montana.</p>	
III. <a href="#">Commission Self Assessment</a>		
a. <a href="#">Bylaws</a> – Article III, Section I	<p>Karin Billings explains that the Commission self-assessment is done annually to ensure that the Commission is operating effectively and doing everything to promote the mission and vision. Commissioner Jim Corson states that he saw a ServeMontana ad at a movie trailer and thought that was very effective. He will also try to be a more active Commissioner and encourages more outreach to Native American communities.</p> <p>Commissioner Nancy Matheson states that she sees tremendous attention to the formal volunteer service programs, but many programs in smaller areas are volunteer driven and often have no staff. How much attention do we give those in terms of technical assistance and such from our staff if they have no staff and are all volunteers? Jan explained that there is no statute that directs staff and the commission one way or another, and staff continues to look at the impact of these programs and support through</p>	

	<p>capacity-building. Staff is aware of volunteer programs and is working with BuildMontana and Montana Nonprofit Association to grow and support these areas.</p> <p>Commissioner David Van Son questions the best way to get the word out to reach all volunteer areas. Jan states staff will continue to reach out across the state and gather information from rural areas in hopes to educate and engage those areas. Jim Corson emphasizes that in the future the Commission needs to find a way to reach smaller rural communities as well as larger areas such as Helena, Missoula, Billings, etc. Karin Billings urged the Commission to keep thinking and moving forward.</p>	
IV. Breakout Sessions for Commissioners: Executive Director Jan Lombardi		
a. ServeMontana Symposium Debrief	<p>Jan Lombardi asks the Commission for feedback on the 2012 ServeMontana Symposium. Jim Corson said the facilities were excellent, including good service and food. He also thinks that Frank Greer and Jeremy Smith were great keynote speakers. They provided new ideas and information that were helpful. Karin Billings was very impressed with staff. Doug Braun agrees with what Jim Corson and notes he would like to know award winners sooner. He states he loved being on the Award Selection Committee. Nancy states she enjoyed the conference, but would have liked a list of participants in advance.</p>	
b. <a href="#">State Service Plan</a>	<p>The Commission is operating under the last year of its current 3-year state service plan. Karin Billings notes that without a full Commission present it would be best to start the conversation with an understanding that more members need to be present for a full discussion. Jim Corson comments on the upcoming transition period with a new administration including a new executive director. Jan stated that the current service plan has priorities that are unique to Governor Schweitzer as well as reflective of the CNCS priorities and the Montana Community Service Act. Jan agrees with Karin's sentiments that it would be good to have this discussion with the full Commission present. It will also be important to know what the priorities of the new Governor will be and how volunteers and national service can be supportive. Nancy Matheson adds that the State Service</p>	

	Plan is amendable. Jan states that as a plan it can be adaptable. Keith Kelly notes transition and challenges on the federal level that will effect state level decisions. Karin urges the Commission to begin thinking about this and give it some time. The deadline for completing the next three-year state service plan is November.	
V. Commissioner Reports and Updates	<i>(omitted due to time)</i>	
VI. New Business	No new business.	
VII. Public Comment	Tony Dean would like to thank our sponsors somehow from the Commission. The Symposium would not be at this standard without the help of sponsors. Jan states that something will come from the Commission as a whole, but it is always nice for Commissioners to individually thank sponsors. Jan also explains the process of Target support including a presence with volunteers, donation of hundreds of books for the reception service project and a \$5,000 grant. Sarah Sadowski invites the Commission to the Young Adult Service Corps Leadership Training on April 21 at UM Helena with an introduction by the Mayor of Helena.	
VIII. Adjourn	Meeting adjourned at 3:35pm	

Contact:

Governor's Office of Community Service  
PO Box 200801  
Helena, MT 59620  
Phone: 406-444-9077  
Fax: 406-444-4418  
Email: [serve@mt.gov](mailto:serve@mt.gov)  
Website: <http://serve.mt.gov>

Commissioner Contact Information posted at [serve.mt.gov](http://serve.mt.gov).