



Commission Meeting Minutes

October 8, 2020

UberConference video with call-in option 406.224.4803

<https://www.uberconference.com/servemontana>

1pm-2:30 pm

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, Jim Larson, Andrea Surratt, Morgan Hubbard, Juanita Vero, Kim Lloyd, Douglas Mitchell, Heather Margolis, Pam Carbonari, Amy Busch (CNCS Representative, ex-officio)</p> <p><u>Guests and Staff Present:</u> Governor Bullock, First Lady Lisa Bullock, Lt. Governor Cooney, Jackie Girard, Mēghan F. Scott, Justice for Montanans, Joe Naiman-Sessions, Montana State Parks AmeriCorps, Andrea Vernon, Josh Vanek, Dannette Fadness, & Eli Bowe, Montana Campus Compact, Jono McKinney, Montana Conservation Corps, Bryan Wilson, Big Sky Watershed Corps, OCS - Director Dan Ritter, Sarah Sadowski, Sheree Isola, Jaime Gabrielli</p>	
b. Opening Activity/Group Photo	Governor Bullock, First Lady Bullock, and Lt. Governor Cooney recognized Director Ritter for his dedication to national service and volunteerism in MT and thanked him for answering the call to lead the Governor’s Office of Community Service for the past seven years.	
c. Approval of May 14, 2020 Minutes	Commissioner Carbonari moved to approve the 5/14/2020 meeting minutes, Commissioner Moses seconded. The motion was approved by acclamation.	May 14, 2020 Minutes approved
d. Announcements	Director Ritter discussed the FFY2021 budget process. The fed is currently operating under FFY2020 budget as earlier in September, the House passed a Continuing Resolution (CR). The CR continues the budget; however, to avoid a government shutdown, Congress is expected to take action before the Dec 11. Congress will have work to do on the FY 2021 federal budget when members return to Washington DC after the November elections. OCS funding comes from the Corporation for National and Community Service (CNCS).	

e. Commissioner Reports and Updates – Volunteer engagements	Commissioner Margolis shared Montana Outdoor Science School (MOSS) MT cookbook service project to raise money for outdoor education activities for children.	
f. Commission Appointments	Director Ritter: Welcomed new Commissioners Vero, Lloyd, Hubbard, and Mitchell	
ii. CNCS Montana Update, Amy Busch, Senior Portfolio Manager, Office of Regional Operations (ORO)	Congratulations to OCS' Sarah Sadowski for being recognized by America's Service Commissions (ASC) as the 2020 "Outstanding Commission Staff" awardee. Announced CNCS name change to AmeriCorps and one-year mark for transition to regional offices. ORO is holding "coffee hours" with state commission EDs to increase collaboration – next call is 10/29/2020. All 7 state commissions in the Mountain Region are providing "101" presentations to showcase activities and accomplishments. CNCS has changed their name to "AmeriCorps" and launched a new logo and branding guidance on 9/30. VISTA projects are ready to provide members to assist community organizations to connect with resources. VISTA has been working to remove grantee burden to reduce extra work. Q1 concept papers reviews are taking place, prioritized 8 VISTA members for 2020-2021 and looking to bring in larger cohorts of VISTAs. Please share information about VISTA with your networks. Competitive applications for Retired Senior Volunteer Program (RSVP), are now under AmeriCorps Seniors. Hope to restart programs in underserved areas. Please share Senior Corps opportunities with your networks as well.	
III. Governor's Office of Community Service Updates		
a. ServeMontana, Director Ritter & Jaime Gabrielli		
i. OCS Staffing Update	Director Ritter – OCS is currently hiring for a new Training and Technical Assistant Coordinator. We will keep the commission updated as we move through the process.	
ii. Governor and First Lady Youth Leadership Council	Jaime Gabrielli - Youth Leadership Council is on hold as we await upcoming change in leadership and new directives for service project initiatives.	
iii. Youth Serve Montana Scholarship	Youth Serve MT Scholarship is open for applications. The deadline is 1/31/2021. Made possible through a partnership with Reach Higher Montana and Montana Campus Compact, 100 MT high school seniors with 50 hours of volunteer service in the past year will be awarded \$1,000 to attend a MTCC institution next fall. OCS will outreach to all MT high	

		school counselors and principals. Awardees will be notified Spring 2021. Due to COVID, the service hour requirement has changed from 100 hours to 50.	
iv.	Montana Student Volunteer Award	“Volunteer of the Game” award was renamed “Montana Student Volunteer Award” in 2019. Each MTCC member institution was asked to nominate one student demonstrating commitment to volunteer service. Nominations are due October 29, 2020. Each nominee is then awarded a certificate by Governor Bullock and their college president. MSVA winners will be honored at by each school, likely via virtual platform. Commissioners encouraged to participate in award ceremonies to honor college student volunteers across MT.	
b.	AmeriCorps- Sarah Sadowski		
i.	Grants update	Requested formula supplemental funding last spring and recently received the full request. This is a transition year and we aim to move toward a single grant opportunity in this cycle. December funding recommendation will include all current grantees, leaving spring opportunities open for new Planning Grant applications. Please share the opportunity to relevant agencies. The Commission Support Grant (CSG) and Commission Investment Funds Grant (CIF) are open and due next week. CSG and CIF fund OCS staff and operations.	
ii.	ASN Symposium Overview	Took place September 15-17, 2020 online rather than the annual trip to Washington DC. This mandatory convening featured two MT AmeriCorps members: Sapphire Carter of JFM offered insight and remarks during the opening ceremony and CIA member, Angela Zaur, received an “Excellence in AmeriCorps Award” for her groundbreaking service in Richland County.	
iii.	Abby M. Zent Service Recognition	OCS has transferred this service recognition to Zent team of family and friends is working on that and may reach out to Kiwanis and others to support a future home.	
iv.	ServeMontana Symposium	The 12 Annual ServeMontana Symposium will be March 10-12, 2021 and will delivered on an online platform. Working on theme, platform specifics, and forming the planning committee. OCS staff is assessing options currently. OCS plans to hold the Commission meeting during symposium, as usual.	
c.	Financial report – Sheree Isola		
i.	Fund balance	Everyone was provided a copy of financial report. No questions from Commission.	
ii.	Honorarium	OCS will send email with Honorarium Form and info. Explained members can claim or waive and donate money back to OCS for grant match. Sending email with honorarium info/form.	

	Commissioners who are not state employees are eligible for a \$50 honorarium. The honorarium 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- Chair Myhre		
a. 2019-2020 State Service Plan Update- <i>action item</i>	Director Ritter - In year 2 of 3-year State Service Plan (SSP). Members received the State Service Plan update via email to review. The update reflects changes and is mainly for informational purposes. Will form working group for new SSP at the March 2021 Commission meeting. Chair Myhre entertained motion to accept SSP update. Commissioner Larson made motion to accept and Vice Chair Harbage seconded. Approved by acclamation.	State Service Plan update approved
b. Commission Bylaw Review – <i>action item</i>	Chair Myhre – Commission required to review bylaws biannually. The Executive Committee has reviewed the bylaws and recommends approval without changes. Commissioner Carbonari made motion to approve bylaws, seconded by Commissioner Margolis. Approved by acclamation.	Commission bylaws approved
c. Grant Review Work Group formation – <i>action item</i>	Grants Manager Sadowski requested grant review workgroup members for 11/18 online grant review for current grantees for upcoming cycle. Each working group member will receive a binder the first week of November to review applicants. On 11/18, the Grant Review Workgroup will convene online 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. Results will be presented to commission at December meeting for approval. Sarah asked for 3 to 4 commissioners to join workgroup. Instructions and criteria will be provided in advance. She also asked for Commissioners to help seek out new planning grant applicants for the upcoming spring grant opportunity. Vice Chair Harbage commented this is a supportive, friendly process and good opportunity to learn more about what the programs do.	Commissioner Strauss, Commissioner Margolis, and Commissioner Carbonari volunteered to participate in Grant Review Workgroup
V. Public Comment		
a. Sarah Sadowski	On behalf of OCS staff, Sarah Sadowski presented Director Ritter with a commemorative award in appreciation of his dedicated service to OCS and service in Montana over the past 7 years. Members of the commission and public attendees echoed this sentiment and thanked Director Ritter for the impactful work he has accomplished during his appointment.	

b. Director Ritter's Closing Comments	Director Ritter thanked everyone and expressed gratitude for the recognition.	
VI. Adjourn	Meeting adjourned at 2:20 p.m. Next regularly scheduled commission meeting is December 10, 2020 at 1pm and will be held online.	

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