



Commission Meeting Minutes

October 7, 2021

Montana State Capitol Room 317

Call-in number: 406.224.4803

1pm-2:30 pm

AGENDA	DIALOGUE	ACTION ITEMS
I. Chairman Myhre called the meeting to order at 1:04 p.m.		
a. Roll Call	<p><u>Commission Members Present:</u> Chairman Myhre, Vice Chair Harbage, Commissioners Morgan Hubbard, Jim Swan, Thomas Risberg, Eric Strauss, Jim Larson. The following Commissioners attended by phone: Karen Moses*, Juanita Vero*, Heather Margolis*, Karin Olsen-Billings*, Pamela Carbonari*, Doug Mitchell*.</p> <p><u>Commission Members Excused:</u> Commissioners Amy Busch, Kelly Ackerman</p> <p><u>Guests and Staff Present:</u> <i>Guests:</i> Lt. Governor Juras, Josh Vanek*, Montana Campus Compact; Jono McKinney*, Montana Conservation Corps; John Schlepp*, Montana Community VISTA Partnership; Chris Manos*, Montana Business Assistance Connection <i>OCS Staff:</i> Sarah Sadowski, Executive Director; Joe Naiman-Sessions, Grants Manager; Sheree Isola, Fiscal Officer; Alyssa Mathieu, Program Specialist; Kristina Jordan, Training & Technical Assistance Specialist.</p> <p style="text-align: right;">*Indicates Individuals who attended via phone.</p>	
b. Opening Activity/Group Photo	Director Sadowski led the commission in an opening activity. Lt. Governor Juras attended for the opening activity and group photo.	
c. Commission Appointments & Introductions	Director Sadowski shared this morning, OCS staff and Chair Myhre oriented two new commissioners (Commissioner Risberg, Commissioner Swan) and one re-appointed commissioner (Commissioner Hubbard). New Commissioner Ackerman was unable to attend and will meet individually. The new and re-appointed commissioners present introduced themselves and shared a bit of their background.	

d. Approval of June 10, 2021 Minutes	Commissioner Carbonari moved to approve the 6/10/2021 meeting minutes, seconded by Commissioner Margolis. Commissioner Swan abstained from approval, citing he was not present for the June meeting. Commissioner Moses asked that the minutes be corrected to reflect that the ribbon cutting mentioned in her Commissioner Update was at the Yellowstone Health building, not an athletic center. The motion was approved by acclamation.	June 10, 2020 Minutes approved
e. Commissioner Position Description	<p>Director Sadowski shared the implementation of a Commissioner Position Description, which was also reviewed by Lt. Governor Juras. Director Sadowski shared key points of the Position Description and asked commissioners to read through it as well. She noted that OCS staff will develop strategic engagement plan in 2022 and will share engagement opportunities between now and the December meeting.</p> <ul style="list-style-type: none"> • Director Sadowski invited Commissioners to share feedback on the Position Description Commissioner Moses responded that she thinks it's awesome and asked that resources/models used to develop the description be shared. • Vice Chair Harbage thinks the description is great and helpful but wanted to clarify whether it is a draft open for comment; Director Sadowski answered yes, feedback is welcome, and encouraged. 	
f. Commissioner Reports and Updates – Volunteer engagements	<p>Commissioner Straus shared he recently participated with the Habitat For Humanity Building Blitz, which reminded him of the extreme need for affordable housing in Helena and beyond. He encouraged everyone to participate in this event, share opportunities for affordable housing for all, and noted that one of greatest drivers for the current workforce shortage is lack of affordable housing.</p> <p>Commissioner Moses reported that when the 2019 Legislature decided not to continue matching dollars for the Montana Access Scholarship, the MSU Billings Foundation (together with matching funds from the David Johnson Charitable Trust) created the Yellowjacket Scholarship to maintain scholarships for college students in need. The Yellowjacket Scholarship kicked off Sept 25 with the return of a main fundraising event, a Wine and Food Festival.</p> <p>https://www.msubillings.edu/scholarships/yellowjacketexcellence/index.htm</p>	
II. Commission Election of Officers		

<p>a. Call for Nominations & Vote for Chair and Vice Chair</p>	<p>Commissioner Larson nominated Vice Chair Harbage for Chair. Commissioners Margolis and Strauss agreed. Commission voted by acclamation in favor of Vice Chair Harbage as Chair.</p> <p>Chair Harbage nominated Commissioner Hubbard for Vice Chair. Commission voted by acclamation in favor of Commissioner Hubbard as Vice Chair.</p>	<p>Commissioner Harbage elected Chair, and Commissioner Hubbard elected Vice Chair of the Commission</p>
<p>b. Transition of Chair</p>	<p>Chair Harbage took leadership of the meeting</p>	
<p>III. AmeriCorps the agency, Montana Update</p>	<p>Director Sadowski shared Commissioner Busch’s written update, the full update submitted in writing is on file and can be requested at serve@mt.gov .</p> <p>Chair Harbage asked if OCS applied for increased living allowances. Director Sadowski answered yes that one if the primary purposes of American Rescue Plan resources is to increase the member living allowances for the 2021-2022 program year.</p>	
<p>IV. Governor’s Office of Community Service Updates</p>		
<p>a. Director’s Update</p>	<p>Director Sadowski thanked OCS staff for work leading up to meeting and position description and thanked the commission for their feedback.</p>	
<p>i. FY2022 Budget & American Rescue Plan Act</p>	<p>Director Sadowski reported there is technically no federal budget for FFY2022. The US is currently under a Continuing Resolution until December 3, 2021.</p> <p>The American Rescue Plan Act (ARPA) funds are coming in many phases. OCS has been successful in receiving ARPA funds for competitive programs and for formula, and those are slated for Governor approval in November, then will be released to subrecipients. Members serving next year will receive increased living allowances.</p> <p>Director Sadowski wonders when OCS will receive guidance or a timeline regarding CSG/TTA ARPA funds. More information will be shared at December meeting.</p>	
<p>ii. OCS Staffing Updates</p>	<p>Program Specialist Milly Allen has transitioned from OCS into a position as a Legislative Research Analyst with Montana’s Legislative Services Division.</p>	
<p>iii. ASN Symposium</p>	<p>OCS attended the AmeriCorps State & National (ASN) Symposium online this year. The ASN Symposium is the annual grantee meeting, typically hosted in DC by AmeriCorps the agency. There is an opportunity in future for Commissioners to attend, in-person and online. The experience was interesting and educational, especially regarding what was and was not presented.</p>	

		Commissioner Moses asked what happened, and Director Sadowski elaborated by sharing that some sessions did not contain content and had minimal facilitation. OCS is thankful for states' rights, and the support of the Governor, Lt. Governor, and the Commission.	
b. OCS Program Specialist Update			
i. Montana Student Volunteer Award		These awards are presented in partnership with Montana Campus Compact. Nominations are now open, and close on November 12. Please share the nomination form with your local campus and encourage them to nominate students! https://mtcompact.org/awards-scholarships/mt-student-volunteer-award/	
ii. Youth ServeMontana Scholarships		These Scholarships are offered and presented in partnership with Montana Campus Compact and Reach Higher Montana. Applications will open in the next month. Please share this opportunity with your youth-serving networks. https://serve.mt.gov/ServeMontana/youth-serve-montana-scholarships	
iii. ServeMontana Award Nominations		Nominations will open in November and will stay open until April. OCS asks that each commissioner nominate at least one person or organization.	
iv. "What's At Your Core?" AmeriCorps PSA		<p>Program Specialist Alyssa Mathieu will take over production of the ServeMontana newsletter and welcomes the addition of a Commissioner highlight each month. She will reach out to Commissioners regarding this opportunity for newsletter subscribers to learn more about Commissioners and the communities/organizations they represent.</p> <p>Chair Harbage asked whether there is coordination between ServeMontana Awards and the Governor's Spirit of Service awards. Director Sadowski shared that OCS is working to address this strategically as each award is unique and reminded all that the Governor presented ServeMontana Awards at the 2021 ceremony.</p>	
c. AmeriCorps Update			
i. Grants Update		<p>Grants Manger Joe Naiman-Sessions shared updates on Formula, Competitive, CSG, and TTA/CIF grants:</p> <p><i>Formula:</i> The Formula NOFO will be posted in the new year; the timeline is outlined on the ServeMontana website. OCS has developed a Concept Form for potential applicants and asks that Commissioners share with any organizations entertaining the idea of an AmeriCorps grant/program. The Concept Form is intended as a tool to help potential applicants assess where they are, what their need is, what they hope to accomplish through AmeriCorps; essentially, to determine whether AmeriCorps is the correct resource for their</p>	

	<p>need, and if so, which stream of service.</p> <p><i>Competitive:</i> the FY22 Competitive process is now open. Applications due October 29. The Timeline is outlined on the ServeMontana website.</p> <p><i>Commission Support Grants & Commission Investment Funds:</i> OCS is in the last year with these grants and will submit applications for new 3-year grants in early November. OCS has requested and been approved for an extension until 3.31.2022 to continue to spend down current grants, which had unexpended funds due to a lack of budgeted travel.</p>	
ii. ServeMontana Symposium	<p>Training & Technical Assistance Specialist Kristina Jordan shared that the 2022 ServeMontana Symposium will be held March 9-11, 2022, and it is yet to be determined whether the event will be in-person or virtual. OCS invites Commissioners to share ideas for a theme.</p> <p>The call for Breakout Session proposals will open in December. OCS asks that commissioners share the Call for Proposals among their networks and consider submitting a Breakout Session proposal of their own.</p>	
d. Financial Report		
i. Fund Balance	The Financial Status Report was presented ahead of the meeting. Fiscal Officer Sheree Isola noted she is available to answer any questions around the fund balance report.	
ii. Honorarium	<p>Commissioners can claim or waive the Honorarium. Fiscal Officer Sheree Isola asked Commissioners to email serve@mt.gov whether they would like to claim or waive the honorarium for today's meeting.</p> <p>Commissioner Moses asked if commissioners have already signed waiver, does that count for today's meeting; Sheree said yes. Commissioner Swan asked for clarification as well, which Sheree provided.</p> <p>Commissioner Moses thanked Commissioner Myhre for his service as chair. Chair Harbage noted that she will include an item under New Business to thank Commissioner Myhre for his service as chair.</p>	
V. New Business- Chair Harbage		
a. 2022-2024 State Service Plan Update- action item	<p>Director Sadowski walked the Commission through the components of the State Service Plan draft and encouraged everyone to read Governor Gianforte's Montana Comeback Plan. Director Sadowski thanked the State Service Plan Workgroup for their work and participation this year. She noted that she shared the draft with Lt. Governor Juras this</p>	State Service Plan approved

	<p>week, received feedback, and incorporated the feedback into the draft presented today.</p> <p>Director Sadowski asked for Commission feedback or notes, and shared that the final, hard copy will be presented at the December meeting of the Commission.</p> <p>Motion to approve the 2022-2024 State Service Plan: Commissioner Myhre Second: Commissioner Strauss</p> <p>Discussion: Commissioner Swan noted a few minor edits to send but would approve with those corrections. Commissioner Moses thanked everyone for their efforts and asked Commissioner Swan if his edits were material, Commissioner Swan noted that they are editorial comments.</p> <p>State Service Plan approved, with edits, by acclamation.</p>	
b. AmeriCorps Grant Review Workgroup – <i>action item</i>	<p>Grants Manager Joe Naiman-Sessions noted the time commitment of the Grant Review workgroup, and that a workgroup training will be held virtually on November 3rd, with an in-person meeting on November 17th for discussion and consensus scoring of submitted grant applications. Binders will be put together and mailed to workgroup after October 29th, for review before November 17th. Scoring and review will be less intensive, as all grants are applying for continuation, not new grants. Seeking at least three commissioners to volunteer to participate on the workgroup today.</p> <p>Chair Harbage agreed this workgroup is very valuable; it helps you learn about programs and get to know fellow commissioners.</p> <p>Commissioners Risberg, Swan, and Strauss volunteered to participate in the workgroup.</p> <p>Chair Harbage encouraged the rest of the Commission to reach out to Sarah and Joe if interested in serving as an alternate on the workgroup.</p>	Commissioners Risberg, Swan, and Strauss volunteered to participate in the Grant Review Workgroup
c. Thank you to Commissioner Myhre	<p>Commissioner Moses is grateful for Commissioner Myhre’s service, and found his leadership was comforting.</p> <p>Commissioner Margolis thanked Commissioner Myhre for his service as Chair.</p>	
VI. Public Comment		
a. Josh Vanek	<p>Josh Vanek, Montana Campus Compact, shared the George M. Dennison Civic Engagement Scholarship is currently live on website, and asked the Commission to please spread the word about it, and to nominate college students. Student Volunteer Awards are upcoming,</p>	

	<p>and Josh hopes for opportunities for commissioners to attend award ceremonies across the state. Commissioner Larson asked Josh if Rocky Mountain College was participating this year and shared that he would be willing to present award to college students.</p> <p>Commissioner Moses asked Commissioner Larson if he has an MSUB contact, he answered no, and Commissioner Moses asked Josh if she and Commissioner Larson could help with that. Josh noted he will work with Sarah to connect Billing’s commissioners with MSUB scholarship opportunities.</p>	
b. Jono McKinney	<p>Jono McKinney, Montana Conservation Corps, thanked the commission for support of AmeriCorps programs. He noted MCC will continue to consider Montana “home” and looks forward to maintaining a strong relationship with the Commission. He also thanked Lt. Governor Juras for visiting an MCC youth crew and Big Sky Watershed Corps member this summer, and for sitting down and speaking with them.</p>	
VI. Adjourn Chair Harbage adjourned meeting at 2:44 p.m.	<p>The regularly scheduled fourth quarter meeting is Thursday December 9, 2021 at 1pm.</p>	

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