



INDIANA COMMISSION ON COMMUNITY SERVICE AND VOLUNTEERISM
Meeting Minutes

April 12, 2007
10:00 AM – 3:00 PM

**Indiana Government Center
302 W. Washington Street
Conference Room 21
Indianapolis, Indiana**

Commission Chair David Reingold began the meeting of the Indiana Commission on Community Service and Volunteerism at 10:16 AM. He advised that there wasn't a quorum so the meeting would proceed on an informal basis. He further stated there were no funding decisions that needed to be voted on and if other commissioners arrived and a quorum was reached, the minutes from the February 9th meeting would be voted on for acceptance.

Executive Director Paula Parker-Sawyers thanked those commissioners in attendance. She stated a majority of the meeting would be devoted to reviewing the grant application process because of the timing of the decisions relative to the competitive grants from the Corporation for National and Community Service (CNCS). Following the announcement of funding results for the competitive grants next month, the OFBCI will hold a special ICCSV meeting towards the end of May. The purpose of that meeting will be to determine whether or not those proposals that are not funded competitively should be funded with formula dollars and by doing so, would determine how many total applications will be funded. In addition, at that meeting the commission will make funding decisions regarding formula continuation requests. The grant package has to be submitted to the Corporation by July 1st. The OFBCI staff believed by giving the commission the program background, possible funding scenarios, and answering as many questions as possible today, that the meeting in May would be more efficient and focused.

For those Commissioners who weren't in attendance for the last meeting, Mrs. Parker-Sawyers introduced Erin Wright. Mrs. Wright was promoted to Director of Programs when Deputy Director Cecelia Johnson-Powell accepted a position with the Indiana Housing and Community Development Authority

The ICCSV meeting was called to order at 10:22 AM by Commission Chair Reingold, followed by the roll call. Those Commissioners in attendance were:

Eric Butler	Belinda Munson
Mark Dobson	David Reingold
Louis Lopez	Adam Shoemaker
Jackie McCracken	Wesley Simms
Marty Moore	

The following OFBCI staff members were also in attendance:

Carey Craig	Janet Simpson
Paula Parker-Sawyers	Erin Wright
John Rentsch	

Commission Chair Reingold entertained a motion to approve the minutes from the February 9, 2007 meeting. Wesley Simms made a motion to approve the minutes, seconded by Mark Dobson. The motion passed unanimously.

Several Commissioners asked Mrs. Parker-Sawyers if a tentative date for the May meeting could possibly be set at this meeting. Mrs. Parker-Sawyers advised she would be in Washington, DC on Monday and would check with the CNCS to see about the potential date for the announcement of the competitive grant awards. She further stated she would email the Commissioners as soon as she had any information as well as possible meeting dates in May.

Mrs. Wright advised the Commissioners that she and Chuck Templin conducted pre-award risk assessments for Concord Neighborhood Center, City of Hammond, American Red Cross, St. Joseph Chapter and Redeeming Ministries. These applications were approved by the Commission during the February meeting. Based on the pre-award risk assessments, the OFBCI strongly recommended Redeeming Ministries no longer be considered for funding. She further stated the risk assessments consist of the following categories: governance; leadership/organizational structure; program management; human resource management; development; communications; technical capabilities; and finance.

Concord Neighborhood Center. Three of their board members were present during the pre-award risk assessment. This applicant met the indicators that were on the check sheet. They have an active board, keep meeting minutes and have several committees. The finance committee meets monthly; the rest meet on an as needed basis. Their executive director has been there for over 25 years. The average tenure of staff is 11+ years. Regarding their program management, the proposed AmeriCorps program will assist Concord in expanding its capacity. The proposed member activities related to child care, before and after school programs, and adolescent and teen programs would be an expansion of services and lead to more individualized attention for the kids. The AmeriCorps members previously placed at Concord through the Mary Rigg Center

assisted in these areas. Concord typically had 1 full-time AmeriCorps member per year over an 8 year period, then a couple more summer positions. The proposed activities related to building awareness and relationships in the community, as well as volunteer recruitment, would be new for the center, and Concord is proposing 13 MSYs. Based on the information provided, OFBCI staff determined their proposal represented an expansion of services. There were no concerns relative to human resource management, development, or communication. The board is very active with resource development and has a Fund Development Committee which greatly assists in identifying potential funding sources. They have a fund development strategy and are trying a number of different approaches.. They have adequate computers as well as internet access. There were no areas of concern related to their finances.

American Red Cross, St. Joseph County Chapter. Two of their board members were present during the pre-award risk assessment. Their board consists of 22 members and meets every other month, with committee meetings on the opposite month. Members are engaged with this program and participated in putting together the proposal. Regarding leadership/organizational structure, John Pinter has been the executive director since January 2006 and has past experience with AmeriCorps and the American Red Cross. Regarding their program management, Mrs. Wright stated it appears as though they will allocate adequate support to the AmeriCorps program and seems to be consistent with the organization's mission and goals. There were no negative findings pertaining to their human resource management and have developed a strategy to continue their development. Commissioner Simms asked if the Community Foundation was one of their partners in terms of funding. Commissioner Dobson advised he didn't think so and Mrs. Wright indicated she didn't think they were either. According to the pre-award risk assessment report, Chuck Templin noted that John Pinter has a great deal of experience in non-profit organizations and he also has prior experience with the American Red Cross. His excellent fiscal management has greatly improved the financial picture of the organization although this is not to imply that there were financial problems prior to the start of his tenure. There is no doubt that this organization is well capitalized and fiscally responsible.

City of Hammond. This organization submitted an application last year and was not funded. The city again submitted an application this year. Relative to their governance, the Department of Planning and Development is, by law, governed by a Redevelopment Commission. The Commission meets twice per month, reviews and approves purchases, policies, long-term planning, and some personnel issues. Their community development director has been with the department since 1977, beginning as the community development planner, and seems to have adequate support within her department as well as the support of the Mayor. Mrs. Wright further stated that as discussed in the last ICCSV meeting, the OFBCI staff, the community development director and the finance director talked in length about their connection with AmeriCorps and their 21st Century after school tutoring grant. The AmeriCorps program will enable the city to expand upon their experience with the 21st Century Training grant. The mayor has agreed to provide the \$175,000 a year to sustain the 21st Century program. However, due to the strong educational needs in Hammond, the Department of Planning and Development

wants to expand to additional elementary and middle schools. They also plan to hire additional staff to manage the program. She further stated that it did not seem to be a replacement of the 21st Century Scholars program.. There were no concerns regarding their human resource management, development, communications, or technical capabilities. The OFBCI's compliance officer did not have any concerns or issues relative to their finances. They are a city department and both the executive director and the financial manager appear to be knowledgeable and fiscally responsible. Commission Chair asked if they were only providing tutoring and Mrs. Wright responded in the affirmative, as they have strict academic goals they wish to accomplish.

Mrs. Wright indicated the above mentioned three grant applicants' pre-award risk assessment were satisfactory and the OFBCI staff reviewers recommend that these organizations remain in the pool for consideration for AmeriCorps formula funding.

Redeeming Ministries operates the Hazel Young Academy Out-of-School Program.

The Board of the Hazel Young Academy is comprised of the CEO of the Hazel Young Academy, the staff person for finances, and another staff person. In December 2006, this board was granted total autonomy by Redeeming Ministries and is only required to make an annual report at the Annual Board Meeting of Redeeming Ministries. The Board of Redeeming Ministries is comprised of staff and leaders from the church. Generally, before an individual joins the board, he/she has already been a part of the organization in some way. Commission Chair Reingold asked Mrs. Wright if Redeeming Ministries is an affiliate of a larger organization or if it is a stand alone, independent Christian church. Mrs. Wright answered in the affirmative and indicated they are a 501(C)(3) organization and they meet once a year in order to maintain their 501(C)(3) status. All of their financial records are intermingled and not separated as a whole. Mrs. Wright continued the pre-award risk assessment report and stated Hazel Young Academy is a private school that offers child care and after school activities. They are hoping the AmeriCorps members could take over the after school activities which would free up some of their funds, therefore enabling them to offer more scholarships for Indiana children. Regarding their human resource management, they do not have any policies in place and other than the child care staff and teachers; the employees do not have job descriptions. There is no resource development strategy. She concluded by stating the corporation is highly leveraged. At the time of the pre-award risk assessment, there were was a total of over \$100,000 owing to numerous creditors and the long-term debt (primarily on real estate) exceeded one million dollars. There were also loans to church members on the books. Mr. Lopez asked if because they are a small faith-based organization and if the ICCSV Commission recommends they not be funded if they would be eligible for independent instruction from the OFBCI. Mrs. Parker-Sawyers indicated yes, they could receive independent instruction. The OFBCI staff reviewers recommend that this organization be removed from consideration for AmeriCorps formula funding.

Mrs. Parker-Sawyers thanked Mrs. Wright and indicated it is clear the pre-award risk assessment is working in that it prevents the Commissioners from giving their approval to a program that only looks good on paper.

Mrs. Wright advised the Commission that the OFBCI has issued the application instructions for the formula continuation grants, which are either in year 2 or 3 of their cycle. Mr. Lopez stated he received a call from United Way of Porter County which he referred to the OFBCI. He said they seemed to believe they were already funded. Mrs. Wright indicated they are still in contention for competitive funding and if they aren't approved they will be added to the pool for formula funding. She further stated United Way of Porter County is aware of this. Mr. Lopez asked if the OFBCI had any idea how many programs the Corporation will fund, what Indiana's funding history has been with them. Mrs. Parker-Sawyers indicated that it is unknown at this time.

Amy Mendoza arrived at 10:53 AM.

Mrs. Parker-Sawyers then directed the Commissioner's attention to the 2007-2008 AmeriCorps State Funding Options handout. The formula continuation grantees, Boys & Girls Clubs of Indianapolis; Habitat for Humanity of Indiana; Harmony Education Center; Indiana State Department of Health, Indianapolis Coalition for Neighborhood Development; Indianapolis Housing Agency and Scott County Partnership are all current formula grantees in year one or two of a three-year cycle.

Regarding the grants submitted for competitive, the Corporation could fund the full amount or they could reduce the amount funded. She further stated unfortunately at this time the OFBCI doesn't know what their decision will be. Commission Chair Reingold stated that the worst case scenario would be if the competitive grants don't receive funding, there would be approximately \$900,000 in requested grant dollars that the Commission would like to fund but would have basically a little more than \$500,000 available. Mrs. Parker-Sawyers indicated that Indiana is expecting to get \$1.74 million for a formula allocation and we currently have about \$1.37 million for the continuation grants, which leaves approximately \$400,000. She further indicated even if all of the competitive grants are funded (Franklin College, Indiana State University and United Way of Porter County), we would still need approximately \$100,000 in order to fund Concord Neighborhood Center, City of Hammond and the American Red Cross St. Joseph County Chapter. She then redirected their attention to the Option 1 category on the handout.

Mrs. Parker-Sawyers stated option 1 assumes that the Commission will award all of the money that the current grantees are anticipating receiving and that there would be no reduction of money in anyone's grant request. Still referring to the handout, it then again assumes the Commission would vote to give the competitive grantees all they have requested as well as funding the new applicants, which would mean a shortage of \$500,000. Mrs. Parker-Sawyers then referred to the Option 2 category, which lists Habitat for Humanity of Indiana as receiving zero dollars instead of \$335,160.00. She reminded those Commissioners in attendance of OFBCI's significant concern last summer with reference to Habitat for Humanity of Indiana. The Commission's recommendation as a result of those concerns was to do a number of things, which included increasing their monitoring visits, having their program director attend all required meetings and trainings, and to be on time with all reports. As of today, they

have complied. Mrs. Parker-Sawyers further shared that as a result of the monitoring visits, the following was discovered during the February 2007 visit: Habitat for Humanity of Indiana is insolvent. Commission Chair Reingold asked Mrs. Parker-Sawyers to explain why. She stated that up until last spring, Habitat for Humanity of Indiana had a formal agreement between themselves and a home builder organization called Home Base America. The way this agreement worked was as Home Base America built a house, they basically gave a percentage of what they made on the house back to Habitat for Humanity of Indiana. The staff understand that the justice system became involved and questioned the legality of their arrangement. As a result, the courts advised them to discontinue their arrangement and as a result that revenue source for Habitat for Humanity of Indiana's vanished..

Belinda Munson inquired as to whether Habitat for Humanity of Indiana was at the state level. Mrs. Parker-Sawyers advised there are 71 Habitat for Humanity affiliates in Indiana and about 1/3 of them belong to the statewide association. She further stated they primarily joined together about 5 years ago for the purpose of obtaining an AmeriCorps grant and as it was explained to the OFBCI in a recent meeting, Habitat International has gone through several odd structures which weren't looked at in the past as long as they had cash to match the grant. Commissioner Mark Dobson asked if they were actually building houses and Mrs. Parker-Sawyers indicated she didn't know, but that Habitat for Humanity of Indiana is a state support organization that does not directly build homes. She further shared that all revenue, other than that contributed by affiliates with an AmeriCorps member, has dried up and the board hasn't identified any new significant funding resources. Habitat for Humanity of Indiana released their executive director, John Banks, last summer and hired Amy DiStaulo who used to be with Executive Service Corps in the fall. Ms. DiStaulo came in, did a review, helped in the cleaning up of the office, got their books in order and presented to the board the need for them to have additional staff. Habitat for Humanity of Indiana did hire an additional person. They had expenses, no incoming cash; their lease was up, did not have the funds to sign a new lease and are now housed pro-bono at the Indianapolis affiliate for Habitat for Humanity. As a result of this information, OFBCI's account and compliance officer, Chuck Templin, does not believe this grantee will make it until the end of their program year, which is in August. Mrs. Parker-Sawyers advised that the Commission Chair and the CNCS Program Officer were made aware of this situation. The primary concern is that the AmeriCorps members are able to complete their year of service. If a program closes before the end of the program year, the members who made a commitment to the program are negatively impacted. These members would be eligible for a prorated education award based on the percent of hours completed at the time the program ended; however full living allowance and health and child care benefits would cease. Another option is to transfer the members to a different program. The CNCS is investigating additional options so the OFBCI can be ready should it become necessary. She further let the Commission know that Cindy Goedesky has been very helpful, informative, and has kept her program officer up to date as to their status.

On April 11th, several OFBCI staff members met with Richard Miller, the board chair of Habitat for Humanity of Indiana. Mrs. Parker-Sawyers asked him directly if they would

be able to make the obligations of this year's grant. Mr. Miller's response was "yes" they could make it work, will meet their obligations and plan to resubmit a proposal for the following year's grant cycle. The OFBCI's response was that Habitat for Humanity of Indiana would have to provide evidence of their financial solvency with their grant application for next year. She also noted that the OFBCI staff is not confident Habitat for Humanity of Indiana will produce a structure that will ensure they will have the required match for next year's grant by Friday, April 20th.

Commissioner Simms stated it appears as though the OFBCI had done their homework and has answered the questions the Commission may have asked. He further noted that asked if the \$335,160.00 amount is taken out of the projected CNCS dollars that would leave a shortage of \$194,529.67. Mrs. Parker-Sawyers stated it would, but indicated that perhaps the Commission would vote not to fund one of the new applicants this year. However, if all three grantees were funded competitively, the \$379,867.20 would become zero, or those grantees could possibly be funded at a lesser amount.

Commissioner Lopez asked Mrs. Parker-Sawyers if the OFBCI ever considered adjusting grantee's MSY's based on their attrition rate. She advised Peace Learning Center and AIM have the highest attrition rate of the grantees and once we find out what is happening competitively, the OFBCI may consider this possibility. She went on to say that six of the seven grantees are in their first year with members, some have lost members already but as far as anticipating a total number of MSY's, it was too soon to do so.

Commissioner Dobson asked if it would be a possibility to prorate the other grantees in order to eliminate the \$194,529.67 deficit. Mrs. Parker-Sawyers answered in the affirmative and stated what's why the OFBCI is attempting to answer these types of questions now, so the Commission will be better prepared in May. There are two big issues of uncertainty at the moment, one is what is going to happen with the competitive grants and the other is the status of Habitat for Humanity of Indiana.

Commissioner Simms asked what the OFBCI is requiring from Habitat for Humanity of Indiana. Mrs. Wright responded advising it is the same documentation required for all of the continuation grants. The documentation consists of a summary of any changes they are proposing, their program design, their accomplishments to date, a revised budget, a revision of their performance measures, and corrective action plans if needed regarding any compliance or enrollment/retention issues. Mrs. Parker-Sawyers advised Habitat for Humanity of Indiana was specifically informed that the OFBCI needed a two to three page document to detail how they were going to obtain the match dollars and that they need to prove the money will be in hand and not just a pledge.

Commissioner Jackie McCracken stated if the Commissioners chose option 2 and the grants submitted competitively get approved, then there would be money left over. She asked what would happen with those funds. Commission Chair Reingold stated it was pretty unlikely that all three would be funded. If this occurs, then the Commissioners would have to think about other options that might be available. Commissioner Simms

asked if any or all of these are not funded from the competitive pool would the Commission be obligated to process them in order. Commission Chair Reingold stated no and that it was at the discretion of the ICCSV board.

Mrs. Parker-Sawyers discussed other monitoring reports as well. She and other OFBCI staff have met with a number of the formula continuation grantees. Indianapolis Housing Authority recently had a monitoring visit and there were a large number of programmatic and fiscal findings, which has caused some pretty significant concerns. The fiscal concerns were the same concerns discovered three months ago during a monitoring review. OFBCI staff recently conducted a review of the Scott County Partnership and were impressed with their work and lack of significant findings as a first year program. Harmony School Corporation also recently had a review resulting in few areas of significant concern.

Commissioner Munson asked what would happen to the AmeriCorps members if Habitat for Humanity of Indiana's program ends early and do the AmeriCorps members automatically go to another location to complete their service term. Mrs. Parker-Sawyers indicated one option would be for OFBCI to find an AmeriCorps program close to where they live in order for them to serve the remainder of their term. She also stated the logistics for this type of issue, if it becomes necessary, would need to be worked out.

Commissioner Marty Moore asked why the CNCS has formula funds and competitive funds, having some applications sent to Washington, DC, and having some applications approved by the ICCSV. Why is it so complicated? Commission Chair Reingold advised the passage of the 1993 National and Community Service Act was designed to create a constituency among governors through formula funding, while giving CNCS headquarters the ability to fund national programs that were instrumental in advocating for the passage of this law. He continued by saying there have been some proposals submitted to disentangle the competitive funding from formula funding, but that hasn't occurred yet.

Commissioner Munson, referring back to Habitat for Humanity of Indiana, asked if it would be feasible to have someone from their organization attend the next ICCSV meeting to answer questions, or would it be better to have the OFBCI staff handle that and report back to the Commission. Commissioner Lopez advised he is confident the OFBCI staff is going to do due diligence and the Commission shouldn't set a precedent by having them in attendance. Commissioner Moore stated it wasn't a bad idea but it would be opening Pandora's Box. Commissioner Dobson also shared with the Commission that he was confident in the OFBCI's ability, knowing what kind of questions to ask, and then reporting back to the Commission. Commissioner Jackie McCracken asked how many affiliate members does Habitat for Humanity of Indiana have. Mrs. Parker-Sawyers responded by indicating of the 71 Habitat for Humanity organizations in Indiana, less than 25 are a member of the association. Commissioner Munson asked if the affiliates themselves had to come up with the dollar match and Mrs. Parker-Sawyers answered in the affirmative. She further stated they charge their affiliates a portion of the match amount, about 2/3, and then the association was picking

up the remaining 1/3. One of the things Habitat for Humanity of Indiana is considering is increasing the amount of match money each affiliate would contribute. Mrs. Parker-Sawyers concluded this topic of conversation by indicating the Lt. Governor's Office is responsible for housing and she would alert their office of this issue as there may be some dollars available or someday they might be able to assist.

The meeting reconvened following lunch at 12:40 PM.

Executive Director Parker-Sawyers briefly touched on the next agenda items. The first one was to provide the Commission with an overview of the Governor's Conference on Service and Volunteerism. She further indicated the state service plan overview was going to feature all of the VISTA's currently assigned to the OFBCI. She then thanked Commissioner Moore for his thank you note following the Governor's Conference which stated in part, that he was not aware of all the responsibilities of the OFBCI. Mrs. Parker-Sawyers then stated if Commissioner Moore wasn't aware, then maybe she hadn't done a good job of communicating that to the other Commissioners as well.

John Rentsch, OFBCI's training manager, gave a review of the 2007 Governor's Conference on Service and Volunteerism. An evaluation results handout was provided to the Commissioners. He stated out of approximately 600 participants, about 214 evaluations (36%) were received, which helped make the score a little more significant. Twice as many evaluations were received after this year's conference compared to last year. The conference consisted of one hundred presenters and over 60 unique breakout sessions. Four of the tracks offered were selected by the OFBCI, which included building organizational capacity; empowering Indiana's faith-based organizations; training Indiana's next generation of philanthropists; and addressing local needs through national service. The overall breakout session evaluations were rated higher at an average of 4.316, out of 5.0. The overall score for the conference was 4.0, out of 5.0. The service learning and capacity building tracks consisted of two service projects. One of the projects was completely participant driven, which consisted of collecting donations from conference participants for an Ambassadors for Children project. Participants in this service project assembled over 200 hygiene kits for children in Mexico. There were also left over items which were sent to the organization as well and will be used in future hygiene kits. The other service project the OFBCI partnered with the American Red Cross and attendees were encouraged to assemble a disaster preparedness kit. A majority of the items included in the kit were donated by the American Red Cross and the other items were purchased at a good price. The kits consisted of a flashlight; sewing kit; can opener; dust mask; whistle; gloves; trash bag; playing cards; batteries; compass; first aid kit; water; glow stick; poncho; first aid quick reference book; marker; and miscellaneous informative brochures. Mr. Rentsch concluded his presentation by indicating the highest rated breakout session was *Good Isn't Good Enough...Build a Great Board*, which was presented by June Miller. This session received 4.9 out of 5.0 and over 60 evaluations were submitted. The biggest high points were the breakout sessions, the low point was parking, and 75% of the conference attendees indicated they would return next year.

Commission Chair Reingold expressed his thanks to Paula Parker-Sawyers, the OFBCI staff and to those Commissioners who attended the conference. He highlighted some of the events such as Governor Daniels' attendance; Terry Hasdorff, Director of the Center for Faith-Based and Community Initiatives at the United States Agency for International Development, giving the keynote address; the Corporation for National and Community Service's CEO, David Eisner's attendance and participation in the Governor's Award for Service and Volunteerism breakfast; as well as very well organized events. He concluded by stating there was a real positive after glow and congratulated the hard work of the OFBCI again. Mrs. Parker-Sawyers once again took the opportunity to give credit to the OFBCI staff and stated John Rentsch was in charge and did a phenomenal job. He further stated she was grateful that Mr. Eisner had the opportunity to meet with all of the program directors, AmeriCorps, Learn and Serve, program and VISTA host organizations. It was an open forum conversation, a lot of good questions were asked and it gave Mr. Eisner a sense of what the people involved are thinking about various issues.

While reviewing the overall conference ratings, Commissioner Moore stated he didn't understand the 3.858 rating received for the conference materials category. He stated he thought the conference applicability was good because there were a lot of sessions in which someone could attend. Mrs. Parker-Sawyers indicated several comments received were about the repetitiveness of some of the sessions, while they were distinct, as well as about the conference materials such as the conference brochure. She further said there was a lot of information to read and the actual style of the map may have been an issue. When planning begins for next year's conference, the OFBCI will take into consideration some of those concerns. Commissioner McCracken asked if next year's conference will be around the same time as this year's. Mrs. Parker-Sawyers indicated it would be. Commissioner Simms also congratulated and commended the OFBCI on the scores from the conference. Commissioner Lopez also expressed his thanks to Mrs. Parker-Sawyers and the OFBCI staff for affording all Indiana VISTA members the ability to attend the conference with PDAT dollars and shared that seven or eight staff from the Michigan CNCS State Office attended in order to get some tips and to possibly model their own Governor's Conference in Michigan after Indiana's.

Moving right along, Mrs. Parker-Sawyers advised that she and Commissioner Dobson would be attending a disaster preparation seminar in May. This seminar is hosted by the Corporation and provided scholarship money for one additional person to attend. Since Commissioner Dobson is a county elected official and would certainly be involved if there were a disaster in northern Indiana, it seemed like a logical choice to ask if he would be able to attend. She further shared that Commissioner Simms has accepted an invitation to attend the National Conference on Volunteering and Service in July on behalf of the ICCSV. Commission Chair Reingold thanked both Commissioners for their willingness to attend and represent the ICCSV.

The next item on the agenda was the PowerPoint presentation regarding the status of the State Service Plan. Mrs. Parker-Sawyers began the presentation by reiterating the core values of the OFBCI. The core values the staff tries to adhere to are respect, integrity,

service and excellence. Last summer a statewide survey was conducted and the following priority areas were made known via the survey: mentoring children and youth; engaging Hoosiers in healthy lifestyles; engaging baby boomers in service to their community; engaging K-12 and college students in service to their community and mobilizing more volunteers.

VISTA Marjorie Roberts presented the Mentoring 2007-2008 plan. For Mentoring 2006 - 2007, the OFBCI featured displays promoting National Mentoring located in the Indiana Government Center, schools, libraries, and during MLK Day at the Children's Museum. Mentoring statements featuring prominent Hoosiers have been posted at the following website, <http://www.in.gov/ofbci/mentors.html>. For the 2007 – 2008 year, we have established a Mentoring Advisory council, created a mentoring initiative proposal, and to we are currently working on ways in which we can advance the promotion of mentoring for the coming year and National Mentoring Day on January 24, 2008. Ms. Roberts also shared the other project she has been working on which is the U.S. Dream Academy, Inc. The OFBCI in partnership with U.S. Dream Academy, Inc. is trying to establish this program in the city of Indianapolis. This program would benefit middle school children who have an incarcerated parent. The mission of the U.S. Dream Academy, Inc. is to empower at-risk children and youth to maximize their potential by providing them with academic, social and values enrichment through supportive mentoring and the use of technology. Skill building--ensuring that students develop academic and technology skills to succeed; character building--ensuring that students develop values that contribute positively to the integrity, honesty and morals of their community; and dream building--developing positive goals for students for their future that offer an alternative to incarceration ensures there will be success.

VISTA Jessica Parks shared with the Commission the Engaging Hoosiers in Healthy Lifestyles plan. OFBCI will support the primary focus of Governor Daniels to improve the health of Hoosiers. This will be accomplished through Body and Soul, AmeriCorps Disability Inclusion and Strategic Prevention Framework State Incentive Grant (SPF SIG). Body and Soul encourages people to consume five to nine servings of fruits/vegetables per day, to build partnerships and relationships with congregations, and target them to ensure they have a good program in place. The Disability Inclusion goals are to implement disability inclusion in AmeriCorps*State programs by the recruitment of volunteers with disabilities; federal aid and potential effects of National Service and accommodation. Federal aid and potential effects addresses the possibility of those AmeriCorps members with disabilities losing some of their Social Security benefits by becoming involved in the AmeriCorps program. The SPF SIG is a grant allocated to communities throughout Indiana who are committed to substance abuse prevention. Our particular role as an office is to serve on the Governor's Advisory Council for this grant, and to also be an active participant in the training and outreach workgroup. This program is directed through the Division of Mental Health and Addiction (DMHA) via Family and Social Services Administration (FSSA).

VISTA Sarah Bonilla introduced her presentation of Engaging Baby Boomers in Service to their Community. The purpose of this project is to mobilize more volunteers. There

isn't a central location for people to find volunteer opportunities within their local area. A new website, www.Volunteer.IN.Gov, will be launched the week of April 16, 2007. The OFBCI hopes this will become a central portal for people wishing to volunteer. This website, in collaboration with the Indiana Association of Volunteer Centers (IAVC) will also provide information regarding disaster response/recovery and volunteer management resources. It will also strengthen existing volunteer centers and provides a volunteer center start up kit to Indiana communities who want to start volunteer centers. Commission Chair Reingold asked what the Commission can do to assist in this effort. Mrs. Bonilla indicated it was a matter of educating Hoosiers and helping them learn what a volunteer center is and its purpose. Commissioner Simms asked how many volunteer centers were currently in place. Mrs. Bonilla stated there are eleven.

VISTA Adrienne Brown's project, Mobilizing More Hoosier Volunteers, as well as the volunteer website was co-created with fellow VISTA, Sarah Bonilla. Mrs. Parker-Sawyers indicated this is to identify where the volunteer centers are located and to identify gaps. She further stated there is a lack of volunteer centers in the southeast quadrant of Indiana as well as northeast central Indiana, below the Gary and Hammond area. Ms. Brown reiterated the state volunteer website highlights volunteer opportunities throughout the state and includes databases for volunteer centers, RSVP, United Way and disaster organizations. Also included is a map of Indiana which details the ten Homeland Security Districts. Ms. Brown is currently populating the data base for each of the organizations. Another aspect of this project is assisting INVOAD in preparing disaster and the promotion of preparedness training sessions for volunteer centers and other organizations. The next steps are to develop communication with disaster organizations; develop a disaster preparedness and response media campaign; develop an AmeriCorps member deployment plan during times of disaster; and to determine the most beneficial intersection of all disaster organizations such as CERT, Citizen Corps, volunteer center programs, resources, and training materials.

Following Ms. Brown's presentation, VISTA AJ Salkoski introduced the SHARE (Showing How Access to Resources Empowers) Network. SHARE Network Indiana is a free online resource directory which is in collaboration with the Department of Correction and the Department of Workforce Development. This project will be funded by the US Department of Labor for the first two years and VISTA labor creates a minimal cost to the state of Indiana. Commissioner Lopez asked how ex-offenders know what services are available to them. AJ indicated the website has an ex-offender link designed specifically for them. Mrs. Parker-Sawyers stated that AJ has been very persistent in making sure the database is as user friendly as possible. AJ continued by stating the search features on the website allow users to search by location, service, or provider. They can also search by county by clicking on the provided map. To date, government provider agencies are currently listed on the site and private agencies have been asked to register their services as well. In order to provide the most current information available, a reminder email is sent out asking providers to update their information. He further stated one component needed to make this network a success is the establishment of Share Network Access Points (SNAP). Volunteers in existing organizations will be trained, which will allow them to assist a client in finding services.

SNAPS are managed by DWD Regional Operators. This program is very similar to what is offered by 2-1-1 and OFBCI has approached them to combine services. 2-1-1 serves people who use the phone but not the internet. Indiana will be a pilot program which will combine these two services.

Executive Director Paula Parker-Sawyers said the final two VISTAS are working on OFBCI's goals of promotion and training.

VISTA Training Associate, Jessica Gegel, shared OFBCI's project goals. These goals include ensuring Indiana's Faith-Based and Community Organizations are better-informed of opportunities for training, technical assistance, professional development as well as making sure they receive regular opportunities for high-quality, low cost training and technical assistance in specified areas from the OFBCI. Improving the presence and quality of AmeriCorps programs in Indiana through relevant training is also important. Ms. Gegel shared that she has been processing the evaluations since the conclusion of the Governor's Conference and has done an analysis of each individual session, sending the results to each presenter. She was also responsible for compiling the statistics for the overall conference ratings. Following the completion of her current project, she stated she will create a database of training and technical assistance opportunities pertinent to Indiana Faith-Based and Community Organizations; develop quality training opportunities to current and potential AmeriCorps grantees; plan and implement the 2007-08 AmeriCorps Opening Ceremony; and assist with the planning and implementation of the 2008 Governor's Conference on Service and Volunteerism.

Dennis Benson concluded the VISTA presentations and discussed marketing and outreach needs. He is currently working on public service announcements, community organization presentations, recruitment and public awareness, as well as a national presentation of Indiana's AmeriCorps service. Relative to project development, he has researched Indiana radio and TV stations, developing a broadcasting company data base consisting of 155 station owners. The OFBCI has partnered with Ball State University's national award winning telecommunications department to produce PSAs and a mini-documentary video. This five to six minute video will include activities from AmeriCorps Peacemakers, Elkhart EnviroCorps, Habitat for Humanity's Indiana HabiCorps; the Governor's Conference on Service and Volunteerism and AmeriCorps member interviews. This video project benefits the OFBCI by raising public awareness, recruitment, recognition of AmeriCorps, as well as allows us to present an information presentation at organized events, such as a Lion's Club or Rotary Club meeting. Mrs. Parker-Sawyers asked the Commissioners to advise her if they know of any organization they think the OFBCI should make a presentation too and either Mr. Benson or another OFBCI staff member will go and meet with them.

Mrs. Parker-Sawyers shared the future opportunities of the OFBCI. Governor's Fellow, Laura Williams, is assisting in writing the Compassion Capital Grant which is an intermediary grant specifically intended for capacity building grants. Governor Daniels' office is aware the OFBCI is applying for this grant and is assisting with the needed match dollars, as well as identifying additional match dollars. Another opportunity is the

possibility of Indiana hosting the White House Conference this fall. The purpose of this conference is for all of the Faith-Based and Community Initiatives to showcase their programs, grants and services they currently provide. She stated that normally cabinet level individuals attend and participate in this conference.

Commissioner Lopez commended the VISTAs on their presentation and advised they are second to none in the country. He continued by saying they are a prime example of what VISTAs do across the state and is exactly what Mr. Eisner had in mind with respect to VISTAs working with the Commission.

In conclusion, Mrs. Parker-Sawyers gave her Executive Director's Report and a copy of this report was distributed to those Commissioners in attendance. She regretfully informed the Commission that the OFBCI was losing another staff member. She further stated that while we are sad to be losing Chuck Templin, she was thrilled the OFBCI provided him with a great training ground, producing excellent state employees. As the Commission may remember at the last Commission meeting that it was Cecelia Johnson-Powell's last meeting before she went to the Indiana Housing and Community Development Authority. This is also where Chuck will be working as of April 23rd. As a result, there are currently two openings at a very critical time for the OFBCI because we are finishing up this round of grants and begin the next round of grants in the fall with the request for proposals (RFP). The OFBCI did conduct first and second round interviews with candidates for the National Service Program Officer position. After reviewing 72 applications, the pool of candidates interviewed was 7. Out of the 7 first round interviews, 3 individuals were asked to return for second interviews. While each had individual strengths, none of them possessed skills and/or experiences that fully matched with the requirements for the position. The position was posted again and we anticipate a new round of interviews to start within the next 10 days. She concluded by commenting that hopefully by June a full staff would be in place.

Commission Chair Reingold advised the next regularly scheduled ICCSV meeting is scheduled for June 14th. He proceeded to thank the VISTAs for their presentations and the OFBCI staff for coordinating the meeting. He reminded the Commission that there would be a meeting scheduled for sometime in May to finalize the grants.

Commissioner Simms made a motion to adjourn the meeting. Commissioner McCracken seconded the motion. The meeting adjourned at 1:47 PM.

Respectfully submitted,

Janet Simpson
Administrative Assistant