

Montana Commission on Community Service
December 12, 2007
2401 Colonial Drive, 2nd Floor
Helena, MT
Meeting Minutes

Present: George Dennison; Chair, Keith Kelly; Vice Chair, Chris Kolstad, Robert Harris, Gary Pfister, Jim Murphy, Cedric Jacobson, Jackie Girard, Doug Braun, Kim Miske, John Illegenfritz.

Absent: Johnel Barcus, Sheila Rice. Jim Corson

Staff Present: Linda Carlson, Kathy Bean, Lorri Ward Brown, Tony Dean, Scott Peterson, Sue Tinsley

Guest: John Allen, Charlie Briggs, Erik Burke, Amy Busch, Bob Maffit, Dean McGovern, Sarah Sadowski, Ramsey Sprattmoran, Josh Vanek, Andrea Vernon

Introductions were made and new Commissioner's Kim Miske and Doug Braun were welcomed. September 2007 meeting minutes and December 2007 agenda were approved as official.

Committee Reports:

Executive Committee

President Dennison

- Chairman Dennison stated that the new Commissioners would be appointed mentors at the end of the meeting.
- Chairman Dennison referred to the Commission's Action Plan. He reminded Commissioners to use it as a guide to report on goals and objectives throughout the year. The Executive Committee was on track with the Action Plan.

Program, Policy and Planning

Keith Kelly

- Commissioner Keith Kelly stated that the P3 Committee had met on December 11, 2007 to discuss the Peer Review Panel findings on the AmeriCorps grant proposals in order to report back to the Commission. Commissioner Kelly referred to the green handouts and asked Tony Dean to provide a report on the meeting. Tony reminded the Commission about Formula (Commission approved) and Competitive (Nat'l Corporation approved) funding. There were 6 proposals; 5 continuation requests and one request for competitive funding. The continuation requests were from; Literacy Support Corps, Conservation Corps, Campus Corps, Community Partners and Jobs for Montana Graduates Foundation. Commissioner Kelly made a motion to move forward with (continuation) competitive funding for Literacy Support Corps, Campus Corps and Montana Conservation Corps. Cedric Jacobson seconded this motion. John Allen asked Tony to explain MSY (Member Service Year) in regards to the service hours a member performs and how many MSY's were serving in the programs. Chairman Dennison called for the question. Commissioners voted unanimously in favor of the motion. Motion carried. Chairman Dennison abstained on the vote for Campus Corps.
- Chairman Dennison asked about the auditing issues for Literacy Support Corps. Linda Carlson stated that the OIG (Office of Inspector General) would provide a draft report sometime in mid – January. Discussion followed as to care in grant administration.

- Commissioner Kelly moved to provide continuation funds for Jobs for Montana Graduates Foundation and Community Partners at a reduced level after edits and budget revisions. Cedric Jacobson seconded this motion. Commissioners voted in favor of this motion. Chairman Dennison abstained from the vote on Community Partners and Chairman Kelly abstained on the vote for Jobs for Montana Graduates Foundation.

- Commissioner Kelly moved to request Montana Making Sense continue in the formula funding stream. Cedric Jacobson seconded this motion. Discussion followed as to the concerns for their second proposal taking a different direction and their first rejection by the Corporation as to their original proposal. Commissioner Kelly added that the peer review panel's conclusion was to not recommend the grant for competitive funding. Commissioners John Ilgenfritz and Chris Kolstad added their concerns and the need for the MMS's proposal to be strengthened. Chairman Dennison reminded Commissioners that formula funding is the mechanism to bring programs to a successful competitive level. Andrea Vernon spoke to the Commissioners about wanting to submit the proposal at a national level. She stated that she did not feel that the proposal had fatal flaws and asked the Commission to move the proposal forward at a national level. Executive Director Carlson spoke about restricted funding at the Corporation level and the score given by the peer review panel as concerns that must be considered. Chairman Dennison asked for clarification on funding amounts requested at formula and competitive funding. He stated the need for outlining where MM\$ will be a year from now and if they will be able to stand on their own. Commissioner Kelly moved to provide formula funding once the program answered all questions raised by the Commission. OCS will work with MM\$ staff to address concerns brought forth by the peer review panel. Questions will need to be addressed by January 31, 2007. The level of funding will be determined by the PPP Committee once the questions have been answered. Chairman Dennison called for the vote. Commissioners voted in favor of this motion with Chairman Dennison abstaining.

- Commissioner Kelly reviewed the Action Plan as ongoing. Chairman Dennison asked Scott Peterson to report on Citizen Corps. Scott asked the Commissioners to refer to the handout titled December Commission Report; "Map Your Neighborhood", Community Building Institute, and RSVP Partnership. Scott spoke of the model proposed to give people a mechanism to prepare using simple language and specific actions. Scott stated that the grant funding comes from Homeland Security and the Office's role is to reach out at a grass roots level and build stronger Citizen Corps Councils and CERT Teams. Scott spoke of the developing partnerships with hospitals, Northern Rocky Fire Prevention Groups, Montana Senior Corps and interested counties and reservations. Scott referred to Lorri to speak about CERT (Community Emergency Response Team.) Lorri reported her responsibility was to set up trainings. She will work closely with DES and was awaiting their approval to set up a training event in Dillon January 23rd – 25th.

Sustainability, Accountability and Assessment

Sheila Rice

- Executive Director Carlson asked everyone to refer to the blue sheet overview illustrating a financial report of the Administration (ADMIN), Disability, Professional Development and Training (PDAT) and CITIZEN CORPS budgets and expenditures. Linda was happy to report that ADMIN, Disability and PDAT grants were authorized for 08 funding and the Disability grant would receive an additional \$9,929. Linda explained where matching funds were allocated and the salary expenditures pertaining to each grant. Commissioner Kelly reminded the Commission about the base level funding allocated by the legislature to finance the OCS.

- Kathy Bean defined the \$1,000 Governor's Community Service Scholarship as being applicable only to seniors and 8 scholarships would be allocated for home schooled students whose applications would be verified by the County Superintendents Office of

that district. This year the Commission is offering 150 scholarships due to the monies Chairman Dennison raised from the Student Assistance Foundation. Kathy thanked Commissioner Gary Pfister for his support in ensuring media attention through the Office of Public Instruction.

- Kathy asked Commissioners to refer to the green handout on “2007 Accomplishments for Disability Inclusion and the “Opening Doors” quarterly newsletter promoting inclusion activities. She spoke of the curriculum obtained at “Train the Trainers” event in Rhode Island to offer members and programs resources for disability inclusion.

Recognition lunch for “Outgoing Commissioners” John Allen, Erik Burke and Bob Maffit. Special Guest Charlie Briggs, (Former Ex. Director) and others shared stories and thanked these Commissioners for their service. Gifts were presented to commemorate their service.

- Action Plan – Executive Director Carlson asked Commissioners to look at the minutes on the July retreat as it addresses the Action Plan. Linda spoke to the goals of the action plan, many are ongoing.

Marketing, Information, and Training

Jim Corson

- Commissioner Murphy started his discussion with reference to each goal within the Action Plan. He went over marketing goals and the responsibilities of OCS staff and Committee members to support these actions. Commissioner Murphy stated the Unified State Plan would be reviewed after the 1st of the year. He encouraged Commissioners to visit the web site for stories of service.
- Sue Tinsley reminded everyone that MLK (Martin Luther King Day) was January 21, 2008. Sue will send out documents to encourage Commissioners to attend events in their communities and she asked Commissioners to hand out their business cards and spread awareness about the Commission. Sue provided a hand out on a variety of service days that Commissioners could participate in and reported that she would be sending more.

Executive Director Report

Linda Carlson

- Linda gave the dates for future Commission Meetings:
April 24, 2008 July 21st and 22nd, 2008 September 23, 2008 December 11, 2008
- Linda stated that on January 11, 2008 an all day financial management training would take place for programs. Walker and Company will present this training to our AmeriCorps programs and OCS staff to prepare for successful financial management before the audit process.
- Linda spoke of the Unified State Plan and asked Commissioners to review the plan and contact her with their input. Linda stated that the OCS would continue its partnership for CBI training. Linda reported that ServeMt is moving slowly but that the OCS will staff this volunteer opportunity and tie in with other entities.

Additional Comments

- Josh Vanek spoke of his work with Montana Campus Compact. This is an organization that promotes volunteerism utilizing 19 colleges and university campuses. Programs enroll Ed-award only members and Ed-award members based on their hours of service. College student volunteerism is marketed as Non- Stipended and Stipended members. Josh explained how the award can be used.
- Andrea Vernon gave a report on ALIVE (Academic Learning Integrated Volunteer Experience). Andrea stated the program has been around for about 5 years and adds an academic component for members to grow personally and professionally. Students acquire credits working with faculty on

campus to complete internships and independent study work. At this time they have 14 members. Andrea stated that a program dovetailing ALIVE is the American Humanics Program where members receive national certification.

- Dean McGovern stated he has been following a four part alliance that has taken off in Michigan and believes a model similar to Michigan's could be possible aligning similar partners in Montana. It is in a conceptual stage with a vehicle in place needing partners to come together.

- Chairman Dennison spoke of his concern for future cooperation with the Student Assistance Foundation as this partnership may diminish due to reducing interest charged to students. He will pursue this but wants the Commission to recognize the changing dynamics.

- Commissioner Harris reported on the National Preservation Conference he attended in Saint Paul MN. He provided a detailed narrative on his participation. Commissioner Harris felt the conference was beneficial and he shared resources and contacts that he would be working with on special projects.

Next Meeting:

April 24, 2008

2401 Colonial Drive, 2nd Floor

Board of Investments Building

Helena, Mt 59620