

Serve Idaho

Executive Committee Meeting Minutes
January 13, 2015 from 3:00 pm – 4:30 pm
8901 W Franklin Rd. Boise, ID

Commission Members in attendance: Doug Brown, Patricia Eriksen, Kristen Tracy, Bill Langer, Mike Jensen, Henry Henscheid,

Staff in attendance: Renee Bade, Heather Luff, Patricia Fitzpatrick - April Durrant via teleconference

Welcome by Mike Jensen at 3:06 PM

Minutes:

Minutes from the prior executive board meeting were reviewed by members. Henry Henscheid made a motion to accept the minutes as written; Kristen Tracy seconded the motion. Motion passed unanimously.

Agenda:

The Commission meeting agenda was reviewed by members.

Changes: Renee Bade added at 1:45 added breakout by regions.

A motion to accept the agenda with changes was made by Pat Eriksen with changes, and was seconded by Doug Brown.

Financial Report:

Renee Bade – Provided overview of financials

- Budget to actuals provided from November
- This is the last year for PDAT \$2,411.31, & Disability \$22,810 funds, returning to CNCS (discussion regarding the purpose of the funds & how much was used.
- Henry Henschied would like to know how members will be accommodated in the event of a future requests, Renee Bade explained the funds, if needed, will come from CNCS.
- The Budget overall in good shape for the year
- Renee Bade will send out the 3-year match cycle. Reviewed the goal for the previous 3 year match cycle.

A motion to accept the financial reports was made by Bill Langer with changes, and was seconded by Doug Brown.

Peer Review Brief:

Henry provided an overview of the Peer Review

4 ½ grants were reviewed.

- The recommended funding levels
 - PCEI \$137,260
 - SCA \$128,100
 - Vets Serving Vets \$136,440 plus additional amount to meet living stipends

- ISU \$239,719 – funding either formula or competitive grant process, still being considered. Strong support to push to for competitive funding.
- Surplus with buyback

The clarification notices have gone out with a one week turnaround time.

Heather Luff explained the roll over and the hope to use for another program.

Heather Luff explained the buyback and the roll over funding. The amount of buy back is regulated for one year and cannot be split between programs. We will lose part of our buy back.

Idaho Health and Welfare has decided to not apply for 2015-2016 due to some internal issues.

A motion to accept the Peer Review funding with revisions was made by Bill Langer with changes, and was seconded by Henry Henscheid.

State Service Plan Updates:

Create a task force to ad hoc committee to update the Service Plan utilizing the following guidelines:

- Keep small, 3 to 4 people to create the plan, who report back to the commission.
- Set deadlines, must be complete by the October retreat
- Measurable goals

April Durrant, Mike Jensen, Pat Eriksen, Renee Bade will provide the names for the committee

A motion to create a State Service Plan ad hoc committee was made by Mike Jensen with changes, and was seconded by Henry Henscheid.

Executive Order:

Mike Jensen & Renee Bade provided a brief on the items that require change in the Executive Order.

1. Remove Public Safety and Homeland Security & replace with Disaster Preparedness
2. Item 3, iii recommend change 'local government' to 'county or city government'
3. Item 4, a remove 'of'
4. Item 4 b, change 'any' to 'an'
5. Item 7, Renee will obtain a clarification. – may need to change the bylaws. The term 'shall result in removal from the commission' should be 'may result in removal from the commission'.

A motion to accept the Executive Order 1-4, with 5 being discussed at a later made by Doug Brown with changes, and was seconded by Henry Henscheid.

Annual Retreat Facilitator:

Do we want to invite and pay for Justine to travel and participate in the retreat again or go with someone local?

Cost includes:

- Travel & Room
- Facilitator Fee \$1,500

Discussion: Justine is familiar with the State Service Plan, however it might be nice to have someone who is a little more dynamic or who will stay more on track. Mike suggested that commissioners look for someone more dynamic and revisit this in April. Bill Langer knows a guy 'Pat'.

A motion to accept the Peer Review funding with revisions was made by Bill Langer with changes, and was seconded by Henry Henscheid.

Conference Committee Brief:

Pat Eriksen provided a brief on the following items:

We are still working on a number of items, only a month out.

- Mike provided a printer Valley Office for the Programs
- Presentations speakers are chosen and notified
- Closing is finalized
- Service Projects are finalized
- Agenda is in progress
- Opening session - Asim Mishra is confirmed, & Pat Eriksen is working on the DVD from Mike Crapo's office
- Registration is in progress
- Hashtag has been selected #IServeIdaho
- Volunteer Training Panel member are being selected.
- Vendors: as of today we only have 2 (Idaho Food Bank & State Farm) need 10.
- Commissioner travel arrangements

Marketing Committee Brief:

Doug Brown provided a brief on the following items:

BSU Marketing Students with David Hunt – Preparing a marketing plan, next meeting is on Feb. 23, 2015. Two teams with each of the four groups. Randy'L, Char & Kara, Doug & Emily. At no cost to Serve Idaho.

1. Native Americans
2. Baby Boomers
3. College Students
4. Junior & Senior High School Students

Doug, Renee & Patricia met with Tracy from NCM (movie theater) regarding the video's/movie clips shown at the theatres.

Membership:

Bill Langer provided a brief overview.

- Had one applicant, plan to leave her on hold until an opening
- The commission is still missing 2 required (local government & youth)
- Bill Langer stated that the Governor's office previously implied that they would like the number of commissioners to stay below 19, Renee has posed this question to the Governor's office for verification since the commission is still missing 2 required commissioners. The Governor's has yet to respond.

Mike Jensen moved to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 4:48 pm.

Submitted by:

Patricia Fitzpatrick, Serve Idaho Administrative Assistant