Quarterly Commission Meeting
February 7th, 2016
1pm – 4pm

Locations
Illinois Department of Public Health
422 S. 5th Street, 4th Floor
Springfield, IL 62701

Thompson Center – Room 9-036
100 W Randolph St
Chicago, IL 60601

Call-In Option
Dial: 888-494-4032; Access Code: 4037150212#

Meeting Minutes

Commissioners Present (Springfield)
Frederick Nettles, Chair; Jeff Turnbull; Barb Byrnes; Giraldo Rosales; Wendy Bell (Guest, DCEO)

Commissioners Present (Chicago)
John Hosteny; Beth Ford; Jane Angelis; Cynthia Sims; Jenne Myers; Adam McGriffin; Anne Schuman; Laura Davis; Nisan Chavkin

Commissioners Present (Call-In)
Dora Welker; Steve Silberman; Julian Brown; Debra Marton; Sara Stapleton (CNCS); Jennifer Witzel; Barb Tubekis

Staff Present
Scott McFarland, Executive Director; Michelle Hanneken; Kelia Beck; William Coussens

Call to order was made by Chair Nettles at 1:00pm.

Approval of Minutes
- Myers made a motion to approve the minutes for the commission meeting on October 11th, 2016
  - Ford seconded, the motion was agreed to by voice vote

Executive Director’s Report – Scott McFarland
Review of Commission Impact
- Commission impact report made available in packets
  - Return on investment numbers particularly good: $124 provided in service for every $1 of state and federal funds invested
  - Next major ASC survey will be released in coming months; will allow for comparison across states
  - Goal of expanding reach beyond the current 49 counties served highlighted

Improving Illinois communities by enhancing volunteerism and instilling an ethic of service throughout the State.
Staffing
- Welcome to Michelle Hanneken, new Volunteer Programs Manager
  - Previously worked in disaster response and volunteer management at IEMA
  - Gave brief intro/bio to the commissioners
- Discussion of Governor’s Hometown Awards as new project, with increase in staff availability
  - Wendy Bell, previously head of the award at DCEO, gave a short presentation; award not presented for last two years due to budget and staffing restraints
  - McFarland encouraged commissioners to approve bringing award to Serve Illinois; objections and concerns raised about staff time available
  - Discussion tabled (and vote on approving award removed from New Business) until special meeting on February 21st, 2017

Budget
- State budget discussion
  - Lack of budget not impacting federal funds for programming; reimbursements processed in timely manner by the state
  - Pending lawsuit against paying state workers would impact all state agencies, contingencies would be put in place to ensure programs continue being managed properly; similar scenarios surrounding potential state employee union strike

Audit
- Final decision from auditors
  - Full report in packets; McFarland gave a quick rundown of findings
  - All disallowed costs being recovered at the moment, and funds will be paid directly from programs to CNCS
  - For further transparency, all monitoring reports will be made available to commissioners and all are invited to join at upcoming monitoring visits (schedule in packets)

Commission Appointments
- Working closely with the Director’s office at IDPH to push through needed appointments; CNCS also asked to furnish a letter for the Governor reiterating that current membership levels are non-compliant

CNCS Report – John Hosteny

CNCS
- Transition
  - A farewell message from outgoing CEO Wendy Spencer can be found here
  - The acting CEO is Kim Mansaray, formerly Chief of Program Operations
  - No transition landing team has made contact with CNCS yet
  - Budget is stable under a continuing resolution through April 28th, 2017

- Important dates
  - MLK Day of Service was on January 16th, 2017; details of this year’s projects are here
  - The next CNCS Board of Directors meeting will be February 15th, 2017; information can be found here
  - Mayor and County Recognition Day is April 4th, 2017; please reach out to your local officials and encourage them to sign on to this initiative (more information here)
  - North Central National Service Training will be May 8th – 10th, 2017 in Columbus, Ohio
  - AmeriCorps Week for 2017 will be March 4th – 11th
  - Senior Corps Week for 2017 will be May 15th – 19th
Illinois
-Funding Opportunity
   -RSVP Expansion Grant opportunities can be found here; grants are for expansion into counties currently not being served and opportunity expires in early April
-VISTA Recent Awards
   -Youth and Opportunity United (website here)
     -Serving at-risk students living in poverty and academically below grade level; project goal is to build volunteer recruitment and training infrastructure
   -Illinois Safe Schools Alliance (website here)
     -Serving LGBTQ students in high schools with high dropout rates and with lack of access to health care; project goal is to build capacity to open Central Illinois office, develop partnerships, and find resources to support educational and health needs of students
   -CASA of Cook County (website here)
     -Serving foster children under jurisdiction of Cook County Juvenile Court currently facing high rate of abuse, neglect, and academic failure; project goal is to build volunteer management program, increase number of advocates reaching children who will in turn be more likely to leave child welfare system

Executive Committee Report – Fred Nettles
-Chair Nettles announced he will be stepping down from the Serve Illinois Commission after this meeting; his service to Illinois was recognized by the commissioners and he was presented with an engraved gavel and sounding board

Volunteer Recognition Committee – Barb Tubekis
-Nominations still open for Governor’s Volunteer Service Awards (submit here)

Outreach Committee Report – Chris Errera
-No Report

Strategic Planning Committee Report – Jeff Turnbull
-Discussion of strategic plan to take place during Old Business

Foundation Report – Debra Marton
-Website is www.serveillinoisfoundation.org
-Next meeting on February 14th, where new committees will begin to report on initiatives
-Still waiting to receive feedback on 501(c)3 status

Regional Commissioners Committee Report – Anne Schuman
-No Report

Resource and Development Committee Report – Cynthia Sims
-Discussion of commission retreat; consensus decision made to hold in late October 2017, likely at Starved Rock State Park
Staff Reports – Scott McFarland

AmeriCorps
- 2017-18 NOFO
  - 44 total applications received; 23 approved by Executive Committee and submitted to CNCS for competitive review
  - Competitive review results released at the end of April
  - Formula review process underway; peer review will begin in coming weeks with all scorings and full staff reports on each applicant made available before June 1st funding decisions

-Monitoring Visits
  - Schedule of upcoming visits included in packets; commissioners should contact Mike Esper if interested in attending any listed
  - Total of 16 visits scheduled before the end of May in order to increase oversight of new programs, those with new staff, and those previously out of compliance

-AmeriCorps Week
  - March 4th – 11th, 2017

-Disaster Corps
  - 34 AmeriCorps members fully trained and ready for deployment in event of emergency
  - Kelia and Michelle working to schedule next in-person training with IEMA
  - Commissioners interested in becoming trained should contact Kelia

-Mayor and County Recognition Day
  - April 4th, 2017; goal to significantly increase number of officials signed up in Illinois from last year; please reach out to local officials (more information above in CNCS report)

Volunteerism
- Volunteerism Plan
  - Michelle laid out plan for increasing involvement with volunteer connectors, regional conferences, and potential for Volunteer Generation Fund funding from CNCS

-Regional Conferences
  - April 6th – Southern Illinois Volunteerism Conference
  - June 7th – Central Illinois Volunteerism Conference
  - August 16th – Illinois Conference on Volunteer Administration
  - October 20th – Northwest Illinois Volunteerism Conference

-Governor’s Volunteer Service Awards
  - Kelia reported that nominations coming in, but more needed in areas of youth, national service, and organizations
  - All nominations due by Friday, February 17th
  - Commissioner review to begin in late February
  - Awards reception on April 25th

Communications
- Website/Social Media
  - Report in packets; January 2017 saw highest social media traffic ever

- Newsletter and Outreach
  - Blog posts and nonprofit spotlights need suggestions from commissioners
  - Commissioners highlighted that Volunteer of the Week great after just one year, and driving traffic to our sites (special thanks given to Kelia)
Radio Campaign
- Ran October-December 2016; increase seen in web traffic and phone calls
- Budget for 2017 has $40,000 set aside; staff will work with outreach committee to put together plan, likely targeting AmeriCorps recruitment seasons in early and late summer

Old Business
Strategic Plan/State Service Plan
- Plan review within commission yielded little feedback
- Approval of draft plan would allow for public posting and comment period before finalization
- Myers moved to approve and publish draft plan
  - Turnbull seconded, the motion was agreed to by voice vote

New Business
Governor’s Hometown Awards
- Vote postponed two weeks and removed from agenda (see discussion above)
Election of Chair
- McFarland reiterated bylaw rules governing leadership elections
- Turnbull nominated by Chair Nettles
  - Seconded by Rosales, and accepted
- No other nominations received, Turnbull elected by acclamation
Election of Vice Chair
- Marton nominated by Ford
  - Seconded by Rosales, and accepted
- No other nominations received, Marton elected by acclamation

Scheduling Upcoming Meetings
- Meetings scheduled for the following dates
  - Special meeting to discuss Governor’s Hometown Awards
    - February 21st, 2017 at 2pm (Springfield and phone)
  - Quarterly meetings
    - April 25th, 2017 (Springfield and phone)
    - June 1st, 2017 (Springfield, Chicago, and phone)
    - October 11th, 2017 (Springfield, Chicago, and phone)
  - Tentative commission retreat scheduled for late October 2017

Rosales moved to adjourn the meeting
  - Ford seconded, the motion was agreed to by voice vote

The meeting was adjourned at 3:20pm by Chair Turnbull