

Nebraska Volunteer Service Commission Meeting Minutes

NOTE TAKER: Andrea Ernesti		LOCATION: Lincoln – Governor’s Residence	DATE: 10-25-07	TIME: 10:00 a.m.	DURATION: 1 hr. 50 mins
PURPOSE: Quarterly Commission Meeting		ATTENDEES: Commissioners Present: Pat Beans, Ed Burchfield, Susan Cook, Jessi Doke, Robert Hall, Gary Heusel, Mike Kissler, Barry Kriha, Curt Krueger, Jamie Moore, Diann Muhlbach, Rick Nation, Gerry Osborn, Carol Speicher, Nancy Wang and Lois Wine. Special Guest: Lt. Governor Rick Sheehy Staff Present: Peter Cales, Greg Donovan, Janet Schmidt, Harry Walles and Barbara Wilson Thomas.			
AGENDA ITEM	SPECIFIC DISCUSSION ITEMS				
1.	Meeting Called to Order at 10:00 a.m. by Curt Krueger, Chair of the Commission. Roll call was taken by Janet Schmidt. A quorum was present.				
2.	Approval of July 26, 2007 Minutes: <u>Motion:</u> Ed Burchfield To approve the July 26, 2007 minutes as sent. <u>Second:</u> Gerry Osborn <u>Vote:</u> Passed on roll call vote. 14 –Yes				
3.	Approval of Agenda: There was general consensus to approve the agenda as previously sent.				
4.	NVSC Operations Reports: <u>1) Executive Director’s Report:</u> Barbara submitted her written report and highlighted the items below: <ul style="list-style-type: none"> • First Lady’s Awards – New Categories: Barb reported that Janet has been working with the First Lady Sally Ganem in revising the First Lady’s Outstanding Community Service awards categories to reflect the First Lady’s interest in education. A list of the new awards categories that focuses on service learning and volunteer programs connected to education was distributed. The new categories will be put on the NVSC website along with a new interactive nomination form that can be completed and submitted electronically. • 2008 CNCS Administration, PDAT and Disability Grants – Due November 1, 2007: The 2008 Administration, PDAT and Disability grants will be submitted to CNCS by November 1st. The Corporation has advised State commissions to request the same amount of funding that was awarded in 2007 since the 2008 budget has not yet been approved by Congress. The State Service Plan will be updated and submitted within the narrative of the Administrative Grant. • CNCS Administrative Standards Review Site Visit -- 2008: The Commission has received official notification from CNCS that a Standards Review Site Visit has been scheduled in August 2008. With the assistance of the Commission’s AmeriCorps VISTA member, Jennifer Rutt, all standards documentation will be updated and put in an easily accessible format. • ServeNebraska new logo: Commissioner Ed Burchfield worked with David Day & Associates of Omaha to assist the Commission in developing a new logo for the Commission’s new brand. Possible logos created by David Day & Associations were circulated for the NVSC Staff and commissioners to view. A new logo will be available to be released after January 1, 2008. • NVSC Staff Changes: Harry Walles, Citizen Corps Program Officer, has resigned to accept the position of Prison Chaplain with the Oregon Department of Corrections. Harry has been working very hard over the short 5 ½ months he has been with the Commission to implement the new direction of the Nebraska Citizen Corps Program and building relationship with those in the field of disaster preparedness in Nebraska. His last day will be November 2nd. The commissioner gave Harry a round of applause thanking him for his efforts. The vacant position will be advertised in the Lincoln and Omaha papers beginning October 21st and will remain open through November 9th. Barb introduced Andrea Ernesti as the new Administrative Support Contractor and Mary Furnas, the Commission’s Disaster Preparedness Contractor, who is working with Peter on various projects. • CNCS Executive Director’s Meeting – December 5-7, 2007: Barb will be attending this meeting and it will be held in Washington, DC. The Corporation said there could be a session at this meeting about any grant award changes that may have been passed by Congress. 				

	<p><u>2) Commission Financial Report:</u> Janet distributed the Commission Financial Report ending September 30, 2007. Janet reviewed the report and noted a correction on <u>Table 3 Citizen Corps Sub-grants</u> that the percent of the grant year expired is 75% not 50%. There was much discussion regarding the fact that \$3,435.70 out of \$178,041 in Citizen Corps funding awarded has been spent with 75% of the grant year elapsed. Barb mentioned that the Citizen Corps sub-grantees had been notified that they could reallocate their 2007 funding and were encouraged to do so if the money could be spent by the end of the year. She also mentioned that if requested, extensions to the grant period would be given to sub-grantees.</p> <p><u>3) AmeriCorps Program Report:</u> Greg reported that the 2007-08 program year had been successfully launched with five AmeriCorps programs (Lutheran Family Services, City of Lincoln Reach for the Stars, Lincoln Action Program community, Munroe-Meyer Institute at UNMC) including one new program (State Probation's RISE AmeriCorps). A program staff orientation was held at the end of August and the Kick-off/Swearing In Ceremony was held in early October with the Governor in the State Capitol which was very successful.</p> <p><u>4) Citizen Corps Program Report:</u> Harry thanked the Commission for the opportunity to work with such great people and to further the goals of the Nebraska Citizen Corps Program.</p> <p><u>5) Training & Disability Program Report:</u> Peter reminded all commissioners that the Disability Preparedness Summit will be held in Omaha at the Paralyzed Veterans' Center on November 5th. He also mentioned that this is the first Summit of this kind to be held in Nebraska and possibly in the country. He reported that a toolkit was being developed to reveal at this event to help local Citizen Corps programs to develop a plan for including persons with disabilities in planning for disability preparedness in their home communities. Peter also passed around pictures of the recent Commission Ramp Building Project completed in North Bend for Chuck Fowler. Peter reported that a successful AmeriCorps Program Staff Orientation had been held in August and that the Governor conducted the first AmeriCorps swearing-in ceremony in the Rotunda of the State Capitol during the September 28th AmeriCorps Kick-off Event.</p>
5.	<p>Unfinished Business Agenda Items:</p> <p><u>1) 2008 Commission Meeting Schedule Announcement:</u> The next Commission meeting is scheduled to be held on January 24, 2008. This meeting will be held in conjunction with the New Commissioner Orientation that will begin the day before on January 23rd at 4:00 p.m. The location of this meeting is to be announced. Barb asked commissioners to think about hosting a 2008 Commission meeting. There will be two held in Lincoln and two held in Omaha. Ed Burchfield and Jamie Moore volunteered to host the Omaha meetings and Nancy Wang volunteered to host a Lincoln meeting.</p> <p><u>2) NVSC Office Expansion Needs Follow-up Report:</u> Barb reported that the Commission Office's current space is 1,100 feet. The Commission needs approximately 2,900 feet of space. She mentioned that she had the opportunity to speak with the Director of the Capitol Commission and he said if the Commission makes a written request, the Commission would be second in line to receive additional office space behind Worker's Compensation Court.</p>
6.	<p>New Business Agenda Items:</p> <p>Adjourn the Commission Meeting:</p> <p><u>Motion:</u> Rick Nation To adjourn the Commission Meeting and convene as the State Citizen Corps Council.</p> <p><u>Second:</u> Jamie Moore</p> <p><u>Vote:</u> Passed on roll call vote. 15 –Yes</p> <p><u>1) State Citizen Corps Council:</u> On October 16, 2007 the NVSC Program Committee held a meeting to develop recommendations for funding the 2007-08 Nebraska Citizen Corps program. Harry Walles, Citizen Corps Program Officer, distributed the Program Committee's Recommendations and these recommendations are attached to these minutes for reference. Harry reported that six out of eight Citizen Corps Regions submitted grant applications for funding. The Northeast and the Southeast regions did not submit applications. Nancy Wang, Program Committee Chair, summarized the committee's review and decisions regarding funding.</p> <p><u>Recommendation #1 from Program Committee:</u> The Program Committee recommends the Council consider the following motion: The maximum amount funding in each regional grant should be as follows and that the Commission Staff should work with representatives from each region to revise and adjust the application narrative and budget details that may reduce the following maximum amounts:</p> <ol style="list-style-type: none"> 1. Funding for the Central Region is to be no more than \$11,600 2. Funding for the East Region is to be no more than \$11,590. 3. Funding for the North Central Region is to be no more than \$12,687. 4. Funding for the Panhandle Region is to be no more than \$13,703. 5. Funding for the South Central Region is to be no more than \$17,820. 6. Funding for the Southeast Region is to be no more than \$10,000.

Second: No second required on committee recommendations.

Vote On Recommendation #1: Passed on roll call vote. 14 –Yes, 1-Abstain

Recommendation #2 from Program Committee: The Program Committee Recommends the Council consider the following motion: The unallocated remaining \$12,600 shall be managed by the Commission Staff to fund the promotion, enhancement and strategic initiatives of Nebraska Citizen Corps efforts throughout the state and reported to the Commission.

Second: No second required on committee recommendations.

Vote On Recommendation #2: Passed on roll call vote. 15 –Yes

The Lt. Governor Rick Sheehy thanked the Commission for all the hard work and effort in the area of disaster preparedness and for its willingness to undertake the responsibilities as the State Citizen Corps Council.

Adjourn the State Citizen Corps Council Meeting:

Motion: Rick Nation

To adjourn the State Citizen Corps Council Meeting and re-convene as the Nebraska Volunteer Service Commission.

Second: Susan Cook

Vote: Passed on roll call vote. 15 –Yes

2) Elect Nominating Committee for Officer Election: Commission Chair, Curt Krueger, stated that next year elections will be held for the Commission's Chair and Vice-Chair leadership positions. He asked if any commissioners would be interested in serving on the Nominating Committee that would be responsible for presenting a slate of candidates for the Commission officer positions. Commissioners Lois Wine, Gerry Osborn volunteered and Cynthia Buettner was nominated by Curt Krueger to be on the Nominating Committee.

Approval of Nominating Committee members:

Motion: Jamie Moore

Motion was made to accept Lois Wine, Gerry Osborn and Cynthia Buettner as members of the 2007-08 Nominating Committee.

Second: Rick Nation

Vote: Passed on roll call vote. 13 –Yes, 2-Abstain

3) 2008 Commission Grants & Budgets: Barbara explained that the 2008 Commission grants and budgets will be developed and completed during October and submitted to the Corporation by November 1, 2007. She requested that the Commission give approval to the Executive Committee to approve the 2008 budgets before the January 2008 Commission meeting and to have the full Commission confirm the budgets at their January 2008 meeting.

Approval of Executive Committee to approve 2008 Commission Budgets:

Motion: Rick Nation

Motion was made to give authority to the Executive Committee to approve the Commission 2008 budgets.

Second: Jamie Moore

Vote: Passed on roll call vote. 15 –Yes

4) Commission Committee Reports:

- **Organizational Development Committee:** Chair, Pat Beans, reported that the 2008 New Commissioners Orientation will be held in conjunction with the January 24, 2008 Commission Meeting. The orientation will begin the day before on January 23rd in the afternoon. There will be a Commissioner Appreciation Dinner held that evening at 6:30 p.m. with the location to be announced. Pat also mentioned that the Committee would like to begin next year 10-15 minutes continuing education spots on various topics of interest. Pat invited commissioners to send him via e-mail any topics that they would be interested in hearing about.
- **Public Relations Committee:** Co-Chair, Barry Kriha, distributed possible ServeNebraska logos to review. He invited commissioners to share with him their opinions of these preliminary logos. It is the Committee's goal to get a logo developed and selected by January 1, 2008. Barry stated that Tom Osborne and Clay Anderson will be contacted and invited to be the keynote speaker at the 2008 Governor's Conference on Community Service. He also

	<p>invited commissioners to share any other ideas they had for a possible keynote speaker. The television Ready PSAs have been dubbed and distributed to Nebraska television stations. NVSC staff will be checking with the television stations to see if these PSAs have been used. Barry said that the PSAs have been played on the stadium screens during Husker football games.</p> <ul style="list-style-type: none"> • Program Committee: Chair, Nancy Wang, reported that the 2008-2009 AmeriCorps Request for Applications was released September 14 with proposals due November 2. She explained that since the CNCS deadline for Competitive Applications to be submitted is January 4, 2008, she would like the Commission to give the Executive Committee approval to act upon Program Committee recommendations and provide authority for submission of grants to the Corporation for National and Community Service. <p>Approval of Executive Committee to act upon Program Committee recommendations for 2008-09 AmeriCorps grant applications:</p> <p>Motion: Jamie Moore</p> <p>Motion was made to give authority to the Executive Committee to act upon Program Committee recommendations for AmeriCorps grant applications to be submitted for Corporation for National and Community Service competitive funding with full Commission confirmation requested at the January 24, 2008 meeting.</p> <p>Second: Rick Nation</p> <p>Vote: Passed on roll call vote. 15 –Yes</p> <p>5) <i>Recognition to former Commissioner, Doug Gibbs:</i> Former Commissioner, Doug Gibbs, was recognized for his 10+ years of service to the Commission and presented a thank you gift. Curt Krueger, Chair, expressed his appreciation to the Committees for their efforts this year on the behalf of the Commission.</p>
	<p>Public Comment:</p> <ul style="list-style-type: none"> • No persons signed up to make public comment.
8.	<p>Agenda Items for the Next Meeting:</p> <ul style="list-style-type: none"> • Next meeting: January 24, 2007 (Location to be announced.) • Agenda Items: Confirmation of 2008 Commission Budgets and Confirmation of 2008-09 AmeriCorps Competitive Funding Submissions,
9.	<p>Adjourn:</p> <ul style="list-style-type: none"> • Commission Meeting was adjourned at 11.50 a.m.

Action Items

No.	DESCRIPTION	OWNER	TARGET DATE	STATUS
1.	To send any ideas for 2008 Governor’s Conference on Community Service keynote speakers to Barry Kriha, Co-Chair, Public Relations Committee.	All Commissioners	ASAP	In Progress
2.	To send opinion of ServeNebraska logos David Day has developed to Barry Kriha, Co-Chair, Public Relations Committee.	All Commissioners	ASAP	In Progress
3.	To send possible commissioner continuing education topics of interest to Pat Beans, Chair, Organizational Development Committee.	All Commissioners	12/31/07	In Progress

Submitted by,

Janet Schmidt, Fiscal Officer

Approved by,

Curt Krueger, Chair