



Commission on Volunteerism  
and Community Service

[www.Serve.Illinois.gov](http://www.Serve.Illinois.gov)

## **Quarterly Commission Meeting**

October 11<sup>th</sup>, 2016

10am – 2pm

### **Locations**

Illinois Department of Public Health  
422 S. 5<sup>th</sup> Street, 4<sup>th</sup> Floor  
Springfield, IL 62701

Comcast Spotlight  
444 N. Michigan Avenue, 30<sup>th</sup> Floor  
Chicago, IL 60611

### **Call-In Option**

Dial: 888-494-4032; Access Code: 4037150212#

### **Meeting Minutes**

#### **Commissioners Present (Springfield)**

*Frederick Nettles, Chair; Jeff Turnbull; Cynthia Sims; Dora Welker; Giraldo Rosales; John Hosteny*

#### **Commissioners Present (Chicago)**

*Debra Marton; Laura Davis; Anne Schuman; Beth Ford; Nisan Chavkin*

#### **Commissioners Present (Call-In)**

*Jennifer Witzel; Julian Brown; Barb Tubekis; Mary Dee; Steve Silberman; Chris Errera*

#### **Staff Present**

*Scott McFarland, Executive Director; Mike Esper; Mattias Ghelaidos; Kelia Beck; William Coussens*

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**Call to order was made by Chair Nettles at 10:15pm.**

#### **Approval of Minutes**

- Schuman made a motion to approve the minutes for the commission meeting on June 2<sup>nd</sup>, 2016
- Rosales seconded, the motion was agreed to by voice vote

#### **Executive Director's Report – Scott McFarland**

##### **Staffing**

- Welcome was extended to our new Program Officer, Mike Esper
  - Mike is working closely with our AmeriCorps programs to assist them in their work, as well as setting up monitoring and site visits
- Posting was just closed for new volunteerism (PSA-1) position, interviews should begin within a few weeks
  - New hire will work on all non-AmeriCorps events and activities
- Next position to open will be a second AmeriCorps Program Officer (Executive-1), who will split the duties Mike is taking on

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## **Budget**

- Commission support grant budget will be submitted next month
- Match issues that arose at the end of last grant year were resolved and obligations were fully met; now in year one of a new three-year cycle
- Return of Training and Technical Assistance (TTA) funds has been very helpful
  - Both interns and Mike Stehlin are compensated out of that fund
  - Also using it to expand direct training opportunities to programs
- Mattias is doing an excellent job tracking our accounts and keeping things in order

## **Audit**

- Updated audit documents were attached to the meeting agenda and provided in-person
- Basic audit overview by ED McFarland
  - Commission selected for routine audit as grantee of CNCS (not as a state agency), along with multiple subgrantees
  - Process started in April 2015; Commission, City Year (Boston headquarters), and Lessie Bates all received site visits the following fall
    - Auditors refused to conduct site visit at Lutheran Social Services of Illinois, completed desk audit instead
  - Final report from Office of the Inspector General (OIG) has been released to CNCS; CNCS makes final determinations on response/findings/corrective actions/disallowed costs
    - CNCS likely to drastically reduce amount of disallowed costs reported by OIG, based on previous guidance and recent discussions
      - Most costs either already corrected or resolved previously by CNCS (specifically background check concerns)
    - Any money owed based on final CNCS report (released this coming winter) will be paid by the State of Illinois, who will then be reimbursed by the specified grantee/subgrantee

## **Commission Appointments**

- Still a work in progress, though higher staff in the Dept. of Public Health has been brought into the conversation with the Governor's office
  - Chair Nettles suggested sending a letter from the current commissioners to the Governor to urge appointment of new commissioners

## **CNCS Report – John Hosteny**

### **CNCS**

- Documents for the FY 2017 budget request are available on the CNCS website
- September 11 Day of Service was a success, with thousands serving across the country; more details can be found on the CNCS website
- James Taylor from Public Allies-Chicago was one recipient of this year's Tom Harkin Excellence in AmeriCorps Award, presented by CNCS at the National Symposium
- AmeriCorps has reached the one million member milestone with the 2016 incoming class of members
- MLK Day of Service is coming up on January 16<sup>th</sup>, 2017
- FY2017 AmeriCorps State and National Competition is open
  - The federal NOFO can be found on the CNCS website
  - National application deadline for all programs is January 18<sup>th</sup>, 2017 (applications to Serve Illinois must still be received by December 2<sup>nd</sup>, 2016)

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- Mayor and County Recognition Day an opportunity coming up to put a spotlight on the impact of service in your communities (April 4<sup>th</sup>, 2017)
- CNCS regional training for the Midwest will be in Ohio for 2017

### **Illinois**

- New partnerships with Senior Corps and VISTA programming have been developed
  - 40-45 Senior Corps volunteers will be serving with the SCP of Suburban Cook County – Center of Concern
  - VISTA members will serve with the Asthma and Allergy Foundation of America with student health
  - Up to 20 members will be working with the Chicago Collaborative-Emerson Collective in 15 communities in Chicago
- New VISTA request for proposal is coming soon
- Mayor and County Recognition Day efforts in Illinois will be led by Afrika Alsup, CNCS Program Officer
  - Goal is for every county a program serves to have 4 officials on board
  - Last year Illinois had 110 local, county, and state officials; aim to at least double that for 2017

### **Foundation Report – Debra Marton**

- Website is [www.serveillinoisfoundation.org](http://www.serveillinoisfoundation.org)
- Paperwork completed for 501(c)3 status on 9/20/16, check for fee being submitted
- Startup plan for fundraising and mission to be discussed at next foundation board meeting
- Still working on donation link with PayPal or similar provider
- PSA in the works, potentially with Comcast

### **Volunteer Recognition Committee – Barb Tubekis**

- Moving forward with Governor’s Volunteer Service Awards format from last year

### **Outreach Committee Report – Chris Errera**

- PSA with the Illinois Broadcaster’s Association running on the air
- New members joining the committee and more are welcome
- Looking to have PSAs released on an annual basis, with a regular budget to do so

### **Resource and Development Committee Report – Cynthia Sims**

- Next retreat in the works for spring of 2017, likely March

### **Regional Commissioners Committee Report – Anne Schuman**

- No Report

### **Staff Reports – Scott McFarland**

#### **AmeriCorps**

- 2017-18 program year NOFO released in August
  - 3 informational webinars already hosted, last one on October 17<sup>th</sup>
  - Commissioners will be updated in December about who will be sent up for competitive funding
  - Funding process overall will follow the same outline as last year
- Monitoring visits

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- Mike has been reaching out to programs to set up informal meetings and site visits
- Monitoring of programs will start in earnest this winter and spring
- Disaster Corps
  - In person training in Springfield later this month
  - About 35 members have either completed some or all of the required training and are on their way to being ready for deployment when needed

### **Volunteerism**

- Conference updates
  - NWIVC is on October 14<sup>th</sup> in Moline
  - Telecasting options are being considered for CIVC next year
  - SIVC just released their request for presentations
  - ICOVA went very well, great turnout and presentations
- Veteran's Day of Service altered to be an entire month of events
- Results of the volunteer management needs survey to be shared in the upcoming weeks
- Meaning of service training available, see flyer

### **Communications**

- Tag Serve Illinois on social media as often as possible, using our account name and #ServeIL
  - Web impact report handed out
- Send any articles or stories for the newsletter to us
  - Also send Volunteer of the Week and Nonprofit Spotlight stories to Kelia
- PSA radio campaign up and running, as reported earlier

### **Recognition Day**

- Event is tomorrow, 10/12/17
  - Brief rundown of the day's events given, commissioners encouraged to attend all events and sessions throughout the day and help with setup

### **Strategic Planning Committee Report – Jeff Turnbull**

- Decision made to finalize the strategic plan by December 31, 2016
  - Final changes and suggestions must be submitted by 10/31/16
- Updates to the plan were discussed with no firm changes made at the meeting

Sims moved to adjourn the meeting

- Rosales seconded, the motion was agreed to by voice vote

**The meeting was adjourned at 1:45pm by Chair Nettles**

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