



## **Quarterly Commission Meeting**

Thursday, March 3, 2022

8:30am – 10:00am

### Locations

Virtual Meeting Via WebEx

### Virtual Meeting Credentials:

*Meeting credentials made available to meeting invitation or request the meeting link at [dhs.serveillinois@illinois.gov](mailto:dhs.serveillinois@illinois.gov)*

### Minutes

**Commissioners Present:** Alison Angeloni, Ami Copeland, Bridget Hayman, Carolyn Roberts, Curtis Pease, David Christensen, David Gremer, Laura Davis, Natalie Furlett, Nisan Chavkin, Scott Clarke, and Tiffany Holmes.

**Staff Present:** Ayoka Samuels, Karen Pendergrass, Jacob Jenkins, Daniel Tessema, Claire Starling, and Ajay Cherukuvada.

1. Call to Order – Natalie Furlett, Chair
  2. Roll Call
    - a. Starling is taking minutes and attendance.
  3. Approval of the Minutes of the Last Meeting
  4. DHS Welcome Address – Secretary Grace Hou
  5. AmeriCorps Update – Shawn Gunnoe Update
    - a. Regional staffing updates- AmeriCorps currently has 1 regional administrator, 1 deputy administrator, 4 senior portfolio managers, 16 portfolio managers, and 2 assistant portfolio managers.
    - b. Public health AmeriCorps- clarification process is.
    - c. AmeriCorps is also working on climate programming.
    - d. AmeriCorps grant- FY22 AmeriCorps State and National Travel Grant- May 4<sup>th</sup> NCCC Traditional, AmeriCorps Vista, and AmeriCorps NCCC Senior Corps
  6. Executive Director Report – Ayoka Samuels & Serve Illinois Staff
    - a. DHS Transition Update
      - i. Family & Community Services: Office of Community & Positive Youth Development. Serve Illinois is now a bureau within the Office of Community and Positive Youth Development.
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- ii. Additionally, Serve Illinois has a proposal for a staff capacity increase. Our Springfield office has moved to the Harris Building (100 South Grand Ave)
  - b. Calendar of Events (Jacob Jenkins)
    - i. We have a list of important events that are coming up for Serve Illinois.
      1. The National Service Summit has been moved to June 9<sup>th</sup>, 2022 at the Bank of Springfield Center.
      2. America's Service Commissions Midwest Conference: April 26<sup>th</sup> – 28<sup>th</sup>, Milwaukee, WI. Board members are welcome to attend.
      3. Trainings for AmeriCorps State and National Program providers (May 2022: East St. Louis, Springfield Chicago)
      4. AmeriCorps Community Info Sessions (March 10th at 10:30am)
      5. Illinois State Fair- August 11<sup>th</sup> – 21<sup>st</sup>, Springfield, IL
      6. 2022 National Service Days
  - c. New Commissioner Update
    - i. *Please see PowerPoint for additional information.*
  - d. Staff & Intern Updates
    - i. Serve Illinois is happy to welcome a new GPSI intern, Ajay. He will be focusing on assisting Jacob with national service events and event planning.
  - e. Initiatives and Projects
    - i. Life Progressive Initiative
      1. *Please see PowerPoint for additional information*
    - ii. Departmental Partnerships
      1. *Please see PowerPoint for additional information*
7. Committee Reports
- a. Executive Committee – Natalie Furlett & Nisan Chavkin
    - i. Strategic Plan.
    - ii. May Meeting: Hybrid Chicago, August Meeting: Hybrid Springfield.
    - iii. Board Retreat: October 2022.
  - b. Finance & Governance – Scott Clarke
    - i. Required Trainings 2022 (links on Basecamp): Ethics, Openings Meeting Act, Harassment and Discrimination, and Security Awareness.
    - ii. Serve Illinois is going through a few audits and they are ending soon. Additional updates on the process should be available at our next full board meeting.
    - iii. Legal & Compliance Onboarding for Commissioners (May 2022). We want to make sure we meet our requirements and make sure that everyone's onboarding process is equal.
    - iv. Relationship with Serve Illinois Foundation 2022 (in progress). We've severed our relationship as of today.
    - v. Our bylaws need to be updated. They are required to be updated every two years.
  - c. Public Policy – Tiffany Holmes
    - i. *Elected Official Relationship Poll – commissioner relationship with elected officials. This survey will be sent out to commissioners today.*
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- ii. Education Award Tax Relief, Action for 2023. The committee is looking into how to change the... Possibly Sen. Doris Turner will be a sponsor but we need one more sponsor as well.
  - iii. Determination: for Serve Illinois Commission to be non-partisan in 2022 – not advised after committee review.
    - 1. Instead, the committee recommended focusing on recruiting: We need commission candidates with expertise in grant making, relationship building/networking, disaster/emergency volunteerism (independent and Republican voting)
    - 2. We need people representing the northwest quadrant of the state.
    - 3. Public Policy Committee will connect with Governance & Finance and the Executive Committee on bi-partisan recruitment; connect with elected officials on recommendations.
  - d. Public Relations – Cathy Leonis
    - i. Branding Strategy: needs to be updated for 2022
      - 1. Requires procurement processing (1-2 months needed)
      - 2. Goals incorporated in strategic plan
    - ii. Marketing Strategy: next steps with contractor
      - 1. Requires procurement processing (1-2 months needed)
      - 2. Goals incorporated in strategic plan
    - iii. Newsletter: Updated and Upgraded (Jacob Jenkins)
  - e. Recognition Committee – Tiffany Mathis
    - i. Introducing our new co-chair: Amy Rueff!
    - ii. Governor’s Hometown Awards – June 23rd (Decatur)
      - 1. Award areas increased to reflect our priority areas
    - iii. Governor’s Volunteer Service Awards – September 15th
      - 1. Satellite recognition ceremonies in two different regions of the state
      - 2. Judging process: reviewed and revamped
  - f. AmeriCorps – Laura Davis
    - i. Since July 1, 2021, ten program providers rescinded their awards or decided not to continue with Illinois AmeriCorps (various reasons: fiscal capacity, staff capacity for programs and Serve IL, no longer interested in using AmeriCorps funds to achieve goals)
    - ii. AmeriCorps Committee to complete AmeriCorps State Service Plan (a part of the overall strategic plan; submitted to AmeriCorps)
    - iii. Challenge Areas to Address: recruitment/retention of young adults; recruitment of new agencies to apply for AmeriCorps program grants
    - iv. Strategic Plan Contribution: completed by March 15, 2022
    - v. Grants for 2022-2023 Program Year:
      - 1. Continuation grants for existing program providers (35 agencies)
      - 2. 20 NEW agencies to be a part of the planning grant cohort for FY2023
        - a. Required for new agencies to have 1 year of planning THEN apply for a full program implementation grant following year
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- b. Strategy to diversify funding portfolio
  - c. Strategy to increase the number of members and areas served via Illinois AmeriCorps Programs
  - d. Board members volunteers needed: to read applications
  - e. Board Vote on Recommendations: May 2022 (may adjust full board meeting date to coincide with this vote)
- g. Strategic Planning – Allison Angeloni
- i. Strategic Plan Considerations
    - 1. Layout of document
    - 2. Ensuring usefulness
    - 3. Measurement
    - 4. Being succinct
    - 5. COVID considerations; racial equity
    - 6. Stakeholder considerations (Illinoisans, Governor’s Office, DHS, AmeriCorps, partners)
  - ii. Priority areas for commission driving our goals; how many will we give focus (there are nine priorities)
    - 1. Committee Goals: Submitted by March 15th (please let us know if you need an extension)
    - 2. Use the strategic planning template.
8. New Business
9. Old Business
10. Public Comment
11. Adjourn
- a. Nisan motioned to end the meeting and David seconds. Meeting adjourned at 9:48pm.
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