



November 2025 Commission Meeting

Wednesday, November 5th, 2025
3:30pm-5:00pm

Locations

Virtual Meeting via Webex:

<https://illinois.webex.com/illinois/j.php?MTID=m18d5499f88083c4ae253d24b33562f60>

In-Person Meeting at:

Chicago: 401 South Clinton Street Chicago, IL 60607 -- 7th floor executive conference room
Springfield: 100 S Grand Ave E Springfield, IL 62762 -- 3rd floor executive conference room
Duke University Libraries 411 Chapel Dr., Durham, North Carolina

Agenda

1. Call to Order – Catherine Leonis, Serve IL Co-Board Chair
 2. Roll Call
 - a. **Commissioners Present Virtually:** Crystal Young, Even Lee Badesch, Allison Angeloni, Shelley Long, Barbara Stubblefield, Samantha Ellison.
 - b. **Commissioners Present In-Person:** Benjamin Kagan, Catherine Leonis, Gwyndolyn Moss, Laura Stukel, Scott Clarke, Amy Rueff, Jamarco Clark
 - c. **IDHS Staff Present:** Andres J. Fernandez, Barbara Hobrock, Jacob Jenkins, Rachael Tuxhorn
 - d. **Guests Present:** N/A
 3. Approval of the Minutes
 - a. Did not meet quorum and will approve minutes at the next meeting.
 4. Serve Illinois Board Chair Update – Catherine Leonis
 - a. Subcommittee Reports - Executive, Relational, Programmatic, Operational:
 - i. Executive**
 1. Nothing to report at this time.
 - ii. Relational**
 1. Cathy provided an update that the committee continues to discuss who we aim to become as a commission.
 2. The funding issues that happened in the earlier year, tasks with the relational mapping of elective officials.
 - iii. Programmatic**
 1. Amy stated the current focus is on the logistics of GVSA.
 2. Judging will take place soon. From there, will pick winners from each category.
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3. Have enough interest to judge, that the committee won't need help.
4. Will choose winners in early December.

iv. Operational

1. Laura provided an update on the meeting prior to 4th quarter commission meeting. Committee is working on 2026 meeting calendar and outreach to other committees for goal/objective updates.
5. Serve Illinois Executive Director Update - Andres J. Fernandez
- a. Annual Report
 - i. Will be completed in December.
 - ii. Currently have enough data to publish and review narratives.
 - iii. Will send draft to everyone.
 - iv. Last one published in 2018.
 - v. Will be sent out electronically, but will have some available for print.
 - b. Snap and Serve Illinois's Role:
 - i. Due to the Government shutdown, no SNAP funds as of November 1st.
 - ii. Andres has been a part of conversations with 7 food banks to determine where we can help them the most.
 - iii. At the food pantry/shelter level, those who need volunteers, we've created a QR code for any individuals who want to volunteer.
 - iv. Added a banner to the top of the Serve IL website to address the federal government shutdown for SNAP.
 - v. Significant SNAP policy changes effective December 1st.
 1. Eligibility will be every 6 months.
 2. Expanded work requirements: ABAWDs will be required to work at least 80 hours per month to maintain benefits. Any exemptions have been removed.
 - c. Election of New Chair and Co-Chair
 - i. Andres mentioned thinking about nominating a new chair and co-chair.
 - ii. Will follow up with an email.
 - iii. Self-nominations were open, but there were no takers.
 - iv. Please remember to take the mandatory trainings and update Andres.
 - d. Special Recognition: Scott Clarke
 - i. Andres recognized Scott Clarke on his last day as a commissioner.
 - ii. He was very knowledgeable, and he will leave a hole in the commission.
 - iii. He has had an incredible career with 35 years in state government.
 - e. Mandatory Trainings
 - i. Currently at 39.3% of completed trainings for all commissioners.
 - ii. Roughly 6-7 weeks left to complete all trainings.
 - iii. If you have not gotten OneNet access, reach out to Andres.
 - f. New Commissioners
 - i. Welcome Samantha Ellison and Barbara Stubblefield
 - g. Portfolio Updates – AmeriCorps, VISTA, and Volunteer Program
 - i. AmeriCorps
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1. Team is working on Periodic Performance Reports (PPR)s to be ready when they become available in the federal eGrants system. These are due November 30th.
 2. Programs and staff have been working with On3Learn for additional training. The topics include:
 - a. Grounding in Member Enrollment and Eligibility Requirements and Processes
 - b. Fiscal and Grants Management Best Practices
 - c. Site Monitoring for Support Relationship Building and Program Compliance and Quality
 - d. Policies and Procedures
 - e. Understand Performance Measures and Data Collection Quality Principles
 - f. Building Your Evidence Beyond Measures
 - g. Building Your Alumni Base
- ii. Volunteer Service Program
1. Presented the 2025 GHTA Highway Sign at Lincoln Magnet School in Springfield on October 16th. Included Serve Illinois staff, elected officials and the entire school student body.
 2. GVSA: In the process of collecting applications. Application submission closes on November 14th.
 3. The IL 250 Commission has chosen “United in Service” as its theme for the statewide celebration. Serve Illinois is excited to partner because the commission has adopted Illinois Project 102, which is an IDHS – Serve Illinois initiative. This new volunteer initiative seeks to connect volunteers to projects across 102 counties in Illinois. The IL250 will meet this goal by using libraries, historic sites, and parks as places for volunteers to serve during this time. As the volunteer recruitment partner, Serve Illinois will recruit and manage volunteers. In addition, we will collect statewide volunteer data and produce a report for IL250 and the Office of the Governor. Would like all committees to be involved with IL250.
 4. Working closely with food banks across Illinois to recruit volunteers and direct them to the locations of greatest need, like food pantries and homeless shelters.
 5. Over 20,500 holiday cards for veterans were received and mailed out by the Serve Illinois team.
- iii. National Service Program
1. AmeriCorps VISTA Program (Illinois Civics in the Classroom – Teaching Civics for Justice Illinois) submitted the Periodic Performance Report (PPR) for the sole VISTA member.
 2. Closely working with Illinois food banks to provide support and assess needs.
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6. Public Comment
 - a. None at this time.
 7. 2026 Meeting Dates
 - a. March 11, 2026
 - b. May 20, 2026
 - c. August 19, 2026
 - d. November 4, 2026
 8. Adjourn
 - a. Benjamin Kagan motioned to adjourn. Scott Clarke 2nd motioned.
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