

*FINAL*

**SerVermont  
Commission Meeting Agenda  
July 10, 2014  
133 State Street  
BGS Conference Room  
Montpelier, VT  
(Approved 10/9/14)**

**Members Present:** Chair Peter Hayward, Matt McClain, Jim Coutts, J. Guy Isabelle, Doug Kievit -Kylar, Betsy Ward, Sabrina Haskell, Sherry Knudsen, Julie Lineburger and Susan Chessman, ex-officio

**Members on the phone:**

**Staff Present:** Executive Director Phil Kolling, Robyn Baylor VISTA Project Supervisor

**Guest:** Shireen Tilley, State Program Director VT, NH, ME., Stuart Shaw CNCS Headquarters and Dixie Henry, AHS

Director Phil Kolling welcomed people. He asked folks to introduce themselves, talk about who they represent and share a favorite story of service. Phil shared that he will be doing an orientation with the new folks shortly. Welcome Doug and Sabrina.

Chair Peter Hayward asked if people had read the draft minutes of the April meeting. There was not a quorum yet present so action on the minutes were tabled.

**New Data**

Phil reviewed information on the Results Based Accountability (RBA). This is an outcome based model being used by all areas of state government. Phil had an excellent power point presentation on this section of the agenda. The topics covered were Green Up Day results, May Conference results, PSA progress, AmeriCorps Alums results, VT AmeriCorps Future plans, VT AmeriCorps World Café results, Finances 2014, AmeriCorps Program Funding 2014-15.

The major points of discussion in this section were:

Shireen Tilley explained why there was some pushback on the conference agenda

Peter spoke to the meaningful approach of the conference, doing it the Vermont way and the important of the bonding activities.

Guy suggested that if spending some of the federal money on some of the training was an issue then we could get a sponsor to underwrite those activities.

Peter shared his concern of being perceived as exclusionary when Phil presented the information about the Volunteer Generation Fund application.

Peter, Betsy, Robyn and Phil shared their experiences and impressions of the National Conference held in Atlanta. The impressions were mainly positive with some disappointment about many offerings being geared towards urban areas. Betsy did share that Cabot Cheese was there and wondered whether we should have a closer relationship with them.

### **Policies and Procedures Update**

Phil explained where they are at in this process. Peter asked whether they are expecting everything to be done before the official visit. Phil did not think so because the staff have the tool and are working with it. Matt asked what the board members could do to help. Susan explained that having some folks at the table would be good. It was decided that Peter could be available at the beginning and end of the visit.

There was a break for lunch at 12 noon. The meeting reconvened at 1:45.

When the group reconvened Peter called for a motion to approve the minutes. Betsy moved to approve the April minutes, Peter seconded. Motion passed with no dissensions or abstentions.

Phil shared with the group that communications with CNCS have been improving. Both Wendy Spencer and Bill Basil have been Commissioners and understand the roles and frustrations. Monthly calls are being held and good conversations are being had.

### **Compliance Visits**

Phil shared that Sharon has completed the site visits for the year. He stated that he and Sharon have been talking with the CEDO program director about not being on track. They were put on an improvement plan and while things got somewhat better there still continue to be timesheet and member issues.

Jim shared his frustration at hearing the news because it has been a topic of discussion for a while. Susan gave a brief history about CEDO for those who were new. One of the major issues is that there is more oversight of the programs and an Inspector General audit would probably not go well. Sherry asked why it continues to be a problem. Phil sense is that having a program director that only works on the project part time and has other responsibilities may be a large share of the issue. Many ideas were tossed around

for resolution from having until September to be compliant, taking money away, requiring a full time director, sending a drop deadline letter, and freezing at what they spent last year.

### **Governor's Service Awards**

Betsy gave a progress report on the Governor's Service awards. The event is planned for September 12, 2014 at the Statehouse. It is going to be combined with the 20<sup>th</sup> anniversary AmeriCorps celebration. The nomination forms are going live at the end of the day. The committee has been having regular meetings trying to iron out all the details. She outline the categories that people can be nominate in. It looked like the Governor was going to be able to make it and it now looks like it is up in the air.

### **Upcoming events**

**October - October 10, 2014**

**10-2 Governor's Office**

**Phil reminded folks to submit the in-kind and reimbursement forms. He also reminded folks that forms can be submitted for time spent on phone calls.**

**Matt made a motion to adjourn at 1:55 Pm. Sherry seconded. Motion passed.**

**Respectfully Submitted**

**J. Guy Isabelle  
Secretary**

