

ServeNebraska Commission

Meeting Minutes

NOTE TAKER: Sandra Mueller	LOCATION: Physical location for the public. Department of Admin Svc 1526 K Street Lincoln, NE 68508 Zoom, Virtual meeting.	DATE: 7-23-24	TIME: 10:02 am - 11:15 am	DURATION: (1 hr. 13 mins)
PURPOSE: <i>Serve as Quarterly Commission Meeting</i>	ATTENDEES: <u>Commissioners Present:</u> Kare Heilbrun, Michael Anderson, Anastasia Bauer Scheer, Lisa Hiatt, Marjorie Maas, Mikki Tighe, Drew Graham, Melissa Mayo, Sydney Kobza, and Joe Popevis, <u>Ex-Officio Member Absent:</u> Daniel Cruz <u>Commissioners Absent:</u> Karen Bredthauer, Kelly Fleming, Margaret Neal, Michele Meisenbach, and CJ King. <u>Staff Present:</u> Cathleen Plager, Audrey Jackson, Rani Taborek-Potter, Kathy McKillip, Russell Koos, and Sandra Mueller <u>Guests:</u> None			

BUSINESS MEETING – CALL TO ORDER

The business meeting was called to order at 10:02 am. by Commission Chair Heilbrun.

Introduction of New Staff

Chair Heilbrun introduced newly appointment commissioners Margaret Neal, Michele Meisenbach and Melissa Mayo; and newly hired staff to the ServeNebraska Office: Sandra Mueller, Fiscal Grants Officer.

ROLL CALL

ServeNebraska Fiscal Grants Officer Sandra Mueller called roll to determine whether a quorum was present: 10 Voting members, were present, representing a quorum. Commissioner Graham exited at 10:35am; Commissioner Kobza exited at 11am. A quorum was maintained for duration of this meeting.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA (ACTION) - Commissioner Heilbrun

- April 30, 2024, Meeting Minutes

- July 23, 2024, ServeNebraska Commission Agenda
- Executive Director Report

Motion #1: Commissioner Kobza moved to approve the items on the consent agenda.

Second: Commissioner Tighe seconded.

A roll call vote was taken.

Vote: 10 Yes; 0 - No; 0- Abstained. Motion carried.

STANDING COMMITTEE REPORTS

Community Volunteer Committee (ACTION) - Commissioner Graham

The Volunteer Committee last met on February 8, 2024.

- ServeNebraska 30th Anniversary
 - Five people have been featured, most recently Former First Lady Sally Ganem. Features are available on the ServeNebraska website.
- Update Step Forward Awards
 - 93 nominations received this year.
 - Governor Pillen is currently deliberating honorees.
 - Committee is hopeful to notify honorees the first week of August.
 - Registration is scheduled to be open August 5, 2024.
 - Step Forward Awards to be held on October 4, at the Tiburon Golf Club in Omaha
 - DeMoine Adams has been selected as speaker.
 - Event will be a birthday theme highlighting ServeNebraska's 30th Anniversary and Step Forward Awards 10th Anniversary.
 - 2025 Step Forward Awards Venue will be in Lincoln, location pending.
- 2025 Youth Volunteer Service Grants
 - Recap of \$5,000 last year were allocated from excess funds of Step Forward Awards to Nebraska Volunteer Week Youth Services Grants.
 - 10 grants being awarded.
 - Participants included 487 youth and 189 adults.
 - 1,076 total hours completed.
 - There were 13,916 community members impacted.
 - 4 of 10 programs completed despite Arbor Day storms.
 - Staff are proposing to use \$5,000 from the Step Forward Awards account for 2025 for another year of Youth Service Volunteer grants.
 - Goal is for a larger impact and increased success.

Motion #2: Commissioner Hiatt moved to accept the Youth Volunteer Week funding as presented.

Second: Commissioner Anderson seconded.

A roll call vote was taken.

Vote: 10 - Yes; 0 - No; 0 - Abstained. Motion carried.

Executive Committee – Commissioner Heilbrun

The Executive Committee last met February 9, 2024.

Secure and maintain State appropriations.

- Staff are looking to build a relationship and a champion within the appropriations committee and three other senators about ServeNebraska
- Individuals that make sense for relationship building will be identified after new committees are selected in January 2025.

Commission Appointments

- Three new commissioners have been appointed.
- One person which would have made four new appointments, was not appointed, believed to be an oversight.

ServeNebraska By-Law and Commission Policies

- The Commission approved two documents, six months ago we did not see that there were any areas to update at this time.

AmeriCorps National Service Committee (ACTION) – Commissioner Bauer-Scheer

The Committee last met February 8, 2024

- FY24 Recap
 - Formula allocations from AmeriCorps reviewed.
 - Commissioners approved 7 operational grants and 1 planning grant.
 - Estimated \$80,000 of unexpended funds staff will seek to utilize additional planning grants.
 - Final award approval is still pending from the National Office.
- AmeriCorps State and National Update
 - Program Leader Launch was June 12, 2024, with 23 participants and went well.
 - OIG Steven Ravas presented about fraud and waste to the Program Leaders, followed a meeting with Commissioners.
- AmeriCorps 30th Anniversary Update
 - June was Pathways to Employment.
 - Kathy had a zoom call for VISTA members with UNL career services and resume building. Discussed priority status options and opportunities for VISTA members with the Federal Government after a one-year term of service.
- AmeriCorps VISTA Program Update
 - ServeNebraska released a VISTA placement cycle in May for one VSY. ServeNebraska broke that position into four placements adding for the following nonprofits, previously approved by the Commission for VISTA placement:
 - One member for United Way of Kearney
 - One member for Willow Rising of Grand Island
 - Two members for the Foundry of Lincoln.
 - Current VISTA placements
 - Omaha Henry Doorly Zoo – Safari Park – 1 member
 - The Foundry – Lincoln – 2 members
 - Willow Rising – Grand Island 1 member placed, currently recruiting 1 additional member.
 - Omaha Equestrian Foundation – Omaha 1 member
 - United Way of Kearney – Kearney – currently recruiting

- VISTA living allowance is currently \$22,882.00 for their year of service. Education Award increased effective July 1, 2024, to \$7,395.00 equal to the Pell Grant. If opted out, they receive a stipend of 1800.00.
- ServeNebraska will be running a VISTA placement cycle from August 30, 2024, through September.
- Kathy continues one on one sessions for VISTA.
- Update on the Alumni Engagement
 - ServeNebraska AmeriCorps Alum Steering Committee has 19 committee members to date. First official committee meeting was held in May 2024 with the next scheduled for July 30, 2024.
 - Networking with fellow State Commission staff regarding AmeriCorps alum and volunteer certification programs as part of development.
- Update on the AmeriCorps Leader Council
 - ServeNebraska is re-establishing, plans to be completed August 1st.
 - Program leaders will learn of the relaunch in September, members will learn of the relaunch in November.
- Review and Approval of Program Policies and Procedures
 - ServeNebraska staff provided slides highlighting changes to policies affected in conjunction with AmeriCorps Agencies Terms and Conditions.
 - Updated policies are posted on the ServeNebraska Commissioner Portal

Motion #3: Commissioner Hiatt made a motion to approve the AmeriCorps Policies as presented.

Second: Commissioner Anderson seconded.

A roll call vote was taken.

Vote: 9- Yes; 0- No; 0- Abstained. Motion carried.

Finance Committee (ACTION) - Executive Director Cathleen Plager

Ms. Plager presented financial expense reports for all budgets.

Motion #4: Commissioner Anderson moved to accept the budgets as presented.

Second: Commissioner Hiatt seconded.

A roll call vote was taken.

Vote: 9 - Yes; 0 - No; 0 - Abstained. Motion carried.

ServeNebraska Office – Executive Director Cathleen Plager

Update on congressional appropriations committee budget proposal zero's out AmeriCorps, the trust, and Commissions. Cathleen asked Commissioners to consider being part of the call to action that was sent out last week and will be sent out again this afternoon.

Strategic Planning Process in 2026

- Current plan ends December 2025. Preparing for 2026-2029, considering whether to do full scale planning and process or whether a condensed version strategic planning process.
 - ServeNebraska would use surveys.
 - Commission and staff 1-day retreat
 - Surveys to be utilized in place of small group community and state-wide presentations to learn what communities are looking for.

Request for input from commissioners before putting together letter of recommendations to bids for the strategic process. No additional feedback provided, commissioners to email if something comes to mind.

UNFINISHED BUSINESS

No unfinished business.

New Business - Executive Director Cathleen Plager
2025 Commission Budget Approval (ACTION)

- Presented relevant budgets, funding accounts and expected expenditures.

Motion #5: Commissioner Maas moved to accept the budgets as presented.

Second: Commissioner Bauer Scheer seconded.

A roll call vote was taken.

Vote: 8 - Yes; 0 - No; 0 - Abstained. Motion carried.

NEXT COMMISSION MEETING

- October 4, 2024, Commission Meeting.

Key Up-Coming Dates:

October 4, 2024,	Step Forward Awards, Tiburon Golf Course, Omaha
October 22, 2024,	AmeriCorps Member Kickoff event

ADJOURNMENT

There was no further business to address. The meeting was adjourned at 11:15 AM. (CT).
The voting record is attached to these minutes.

Notes the day of, _____
Sandra Mueller, Fiscal/Grants Officer Date

Approved by, _____
D. Kare Heilbrun, Chair Date

ServeNebraska Commission Meeting, July 23, 2024
VOTE RECORD

NAME	Attendance	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5
Commissioner Name	P = Present NP = Not Present NV = non-Voting AB = Abstain	Approve consent agenda (Agenda, Meeting Minutes, Policy Updates)	Approve Youth Volunteer Service Grants	Approve of AC Policies and procedures	Approve Financial Budget Expenditures	Approve 2024-2025 Commission Budget
1. Anderson, Michael	P	Y	Y	Y	Y	Y
2. Bauer Scheer, Anastazia	P	Y	Y	Y	Y	Y
3. Bredthauer, Karen	NP					
4. Fleming, C. Kelly	NP					
5. Graham, Drew	P	Y	Y	NP	NP	NP
6. Heilbrun, D. Kare	P	Y	Y	Y	Y	Y
7. Hiatt, Lisa	P	Y	Y	Y	Y	Y
8. King, CJ	NP	NP	NP	NP	NP	NP
9. Kobza, Sydney	P	Y	Y	Y	Y	NP
10. Maas, Marjorie	P	Y	Y	Y	Y	Y
11. Mayo, Melissa	P	Y	Y	Y	Y	Y
12. Meisenbach, Michele	NP	NP	NP	NP	NP	NP
13. Neal, Margaret	NP	NP	NP	NP	NP	NP
14. Popevis, Joe (Joseph)	P	Y	Y	Y	Y	Y
15. Tighe, Mikki	P	Y	Y	Y	Y	Y
16. Cruz, Daniel – non-voting	NP					
TOTAL		10 – Y, 0 – N, 0 – AB	10 – Y, 0 – N, 0 – AB	9 – Y, 0 – N, 0 – AB	9 – Y, 0 – N, 0 – AB	8 – Y, 0 – N, 0 – AB

QUORUM REQUIRED by BYLAWS: 1/3 of appointed members (5)

Members with active Appointments present: 10

Members with inactive Appointments present: 0

Ex-Officio members present: 0

Number of staff present: 6

Number of Guests present: 0