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**NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL
STATE COMMISSION ON NATIONAL AND COMMUNITY SERVICE**

**MINUTES
April 07, 2010**

Meeting Date, Time & Place: April 07, 2010 at 9:30 a.m. - Job Service North Dakota, Bismarck, North Dakota.

Members Present: Wayne Kutzer-Chair, Leann Bertsch, Leo Cummings, Scott Davis, Jill Deitz, *Debbie Painte (for David Gipp,)* Rosella Grant (teleconf), Alan Klein, Gloria Maragos, *Dale Patrick (for Valerie Fischer)*, Senator James Pomeroy, Dr. Larry Skogen, and Jackie Velk (teleconf).

Members Absent: Greg Allen, Rep. Bette Grande, Lee Lampert, T.J. Russell, and Linda Wright.

Ex-Officio Members Present: Jim Hirsch and Debra Schiefelbein

Staff Present: Jerry Houn, Ryan Volk, Larry Anderson, Tom Wirtz, and Cheryl Leach

Guests: Janel Schmitz-Red Cross, Michael Carbone, Missouri Valley Coalition for Homeless.

CALL TO ORDER:

Opening Remarks & Introductions: Wayne Kutzer, Chair called the meeting to order and welcomed everyone and asked for introductions.

Administrative Announcements: Jim Hirsch noted that travel vouchers are available for members and to see Cheryl Leach after the meeting.

APPROVAL OF AGENDA:

Wayne Kutzer asked for changes or additions to the April 07, 2010 agenda.

MOTION: Gloria Maragos moved to approve the April 07, 2010 Agenda as presented. Senator James Pomeroy seconded the motion. All in favor. Motion carried.

APPROVAL OF MINUTES:

Wayne Kutzer asked for a motion to approve the January 13, 2010 minutes.

MOTION: Senator James Pomeroy moved to approve the January 13, 2010 minutes as presented. Rosella Grant seconded the motion. All in favor. Motion carried.

CHAIR'S REPORT:

Meeting Attendance: Jim Hirsch reviewed the Attendance Record making each member aware of their attendance and the attendance policy. Jim mentioned that if members cannot make the meeting they have the option to send an alternate.

Policy 1-10-04 (3) Attendance:

Wayne Kutzer asked for a motion to approve Policy 1-10-04 (3) as written.

MOTION: Alan Klein motioned to approve the Sunset Policy 1-10-04 (3) as written. Gloria Maragos seconded the motion. All in favor. Motion carried.

2010-2011 Quarterly Meeting Dates:

Jim Hirsch reviewed the future quarterly meeting dates: Jim noted that there will not be a meeting in June 2010. We will process any information electronically until the October meeting.

Joint Retreat: Medora, August 2-3, 2010: Jim Hirsch reported that the Joint Retreat scheduled for August 2-3, 2010 has had an excellent response and we are no longer promoting the event. We are almost completely booked and anyone not registered should do so right away. Jim mentioned that a good number of legislators have responded and will be attending the meetings. Some of the items that will be reviewed at these meetings will be the Consolidated Biennial Statewide Strategic Plan, State Service Plan, and the ND Talent Strategy. Greg Newton will be facilitating the Retreat and the meetings will be held at the Cowboy Hall of Fame.

Brad Williams - \$10,000 Check: Jim Hirsch reported that in the last session based on work that Brad Williams had done with our office and the Governors' office, we did get special funding authority for the State Commission in the amount of \$75,000 included in the Appropriation Bill. We could then accept private contributions and also the authority to expend them. Also, Brad Williams was able to secure a \$10,000 donation, so those dollars are available. One option reviewed by the Faith-Based Community Initiative Advisory Commission was to use those dollars for the matching funds for a VISTA position. If those dollars are not used for the VISTA position, it is available for other options.

2009 Budget Update: Jerry Houn reported on the budget for the State Commission Administration, Program Development & Training (PDAT), and Disability Inclusion for January – December 2009.

State Commission Administration: Jerry reported that there is a maximum of \$125,000 appropriations available to us. Currently we have \$107,734 total expenditures with \$17,652 balance. We currently have expended 85.88%.

Program Development and Training (PDAT): The PDAT allocation is \$84,000. Those dollars are primarily to support the training and technical assistance provided to the sub-grantees and commissioners. Currently we have \$49,689 total expenditures, with a \$34,311 balance. We currently have expended 59.15%.

Disability Inclusion: The Disability Inclusion Grant shows we are in good shape with appropriations of \$43,929. Currently we have \$27,889 total expenditures with \$16,040 balance. We currently have expended 63.49%.

Jerry mentioned we have been in contact with the Corporation and our budgets have been revamped for the current year. We did put in a budget for \$125,000 for the administrative costs. We were able find a match and additional funds are available this year; therefore, we have been accepted for \$148,275 for the current year. The Corporation also made changes to the PDAT budget. We requested \$84,000 for the current year; however they dropped us down to \$73,800. In addition, they increased the disability inclusion by over \$6,600, approving funding at \$50,567.

Project Spending Reports: Ryan Volk handed out a report on the 2009-10 AmeriCorps budget and spending for five projects from October-February which include: Maddock- After School Activities, Kidz Count - Cooperstown, YMCA of Cass & Clay Counties, CSI: Grand Forks, and Youthworks-Mountain Plains Youth Services, and Missouri Family YMCA. Ryan reported that this report illustrates what all the projects have spent thus far. Currently, all are on track. Cooperstown has 22 slots for members and only filled 20 thus far. Grand Forks has six slots of which all have been filled, they should expend their funding. The YMCA had 47 slots; all have been filled. Youthworks has 14 slots, and all those have been filled. Youthworks seem to be expending funds for the grantees share of which has not been budgeted for. We will work with them to get that fixed. The Missouri Valley YMCA had to do their development phase for the first three months, therefore they haven't expended

any of their funds yet, they just started their projects in February. Maddock had to withdraw due to their inability to meet the match requirement to support the cost.

2010-11 Program Activity Update:

Learn and Serve: Jerry Houn reported that we have received the formula funding for the Learn & Serve Grant of just over \$40,000. This is the first year the Commission has taken on this responsibility. Jerry stated that we have teamed up the Learn and Serve funding with the JAG program at Williston Public Schools. The JAG Program can now provide Williston students the opportunity to participate with the community. They have not been able to do this activity in the past due to lack of funding. They now have the funding to participate in community opportunities, and to provide supervisors to monitor those students. The Learn & Serve Program will help introduce students into the community service projects. JAG has also started a new project in Newton and Williston State College.

Disability Inclusion & PDAT: Tom Wirtz reported that he has been doing quarterly trainings based on needs assessment that was done earlier, taking a look at those areas where projects expressed concern, and identified areas where they needed additional assistance. Mainly it has been in the area of management of those programs. Tom mentioned that he has done a disability inclusion 101 a training and will be focusing his next training on “managing multiple sites”, since all of the programs have two or more project sites.

Tom reported that May 14-15 will be the annual member’s event which will be held is at the end of AmeriCorps week this year. The other training event that we are working on is the Cross-Stream training event to be held on October 13-15 in Bismarck. Cross-stream basically means that we are inviting all of those programs funded through the Corporation. The purpose of this training is to improve the skills in terms of mentorship with the different programs that we are doing. Tom will compile data from AmeriCorps State projects and will share with the Commission via email.

Jerry Houn passed out a “Save the Dates” flyer making note of the dates that are coming up: You can log onto www.regonline.com/2010ACMeetings for more details about each event. Jerry extended an invitation to the members that would be interested in participating in any of the scheduled meetings. There is funding set aside for those members interested in attending. Jerry will send out the schedule to those members not in attendance today and to those attending via teleconference.

- AmeriCorps Grantee Meeting - September 13-15, 2010
- New Executive Director Orientation - September 13, 2010
- New State Commission Orientation - September 13, 2010
- Program Start Up Institute – September 13 & 15-16, 2010
- Board Member Institute – September 14-15, 2010
- Board Member Institute - September 14 -15, 2010
- Training for Excellence Meeting - September 15-16, 2010

North Dakota Corporation for National & Community Service Update: Deb Schiefelbein reported that Jill Dietz is working with the NCCC and has a team approved for this summer. Jill Dietz shared the Cass/Clay YMCA's proposal which includes the NCCC Team participating in their summer camp activities in June; Jill also mentioned that on May 11, 2010, the YMCA will be doing a press conference to recognize and honor their AmeriCorps members, there is also an appearance request submitted with Governor Hoeven's office to recognize their AmeriCorps members as well as the Volunteer Service Award recipients. Also, during AmeriCorps Week activities there will be a kickoff for an event called "Fill the Bus". This event is to encourage the community to fill a 72 passenger school bus with food items, clothing, baby items, etc., that will be disbursed to area non-profits.

Deb Schiefelbein announced the first ever Senior Corps Week will be kicking off on September 19, 2010, and encouraged everyone to get involved in local activities. Deb reported that the Bon Jovi Concert (United We Serve) was held in Fargo in early March which was a partnership the Corporation had set up; there were six individuals who represented and promoted national and community service opportunities at this concert. Deb commented that she is encouraging participation in the National Days of Service in April and also mentioned was the upcoming Volunteer Week as well as the 9/11 Remembrance Day of Service.

Grants Committee Report for 2010-11:

Jerry Houn reported on the AmeriCorps Formula Competitive Grant for the 2010-11 grant year projects. The full \$500,000 for the 2009-10 grant year was awarded and all of those funds have been obligated. Jerry reported that Maddock had to end their project due the inability to meet the match requirement as well as having trouble enrolling members. For the 2010-11 grant year, nine applications were received and the funding requests were approximately \$755,000.

Jerry reported that the State Commission will receive \$600,000 of formula funding for this coming year. In the past, the State Commission received \$500,000 of formula funding. Jerry commented that the additional funding has created some new interest and we have received several new applicants (First Lutheran, Fraser LTD, Jamestown Public Schools, and Victory Christian School).

The following is a summary of the competitive grant funding for 2010-11 program year.

**AMERICORPS*FORMULA
COMPETITIVE GRANT UPDATE
2010-2011 PROGRAM YEAR**

<u>Four new applicants:</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
First Lutheran Church, Bismarck	\$15,998	1.347	5
Fraser LTD	12,990	1.000	2
Jamestown Public Schools	136,509	10.584	36
Victory Christian School, Jamestown	11,000	.847	4
Subtotal	\$176,497	13.778	47

<u>Four current applicants: :</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
Cooperstown	\$86,019	6.784	22
Grand Forks Housing	15,940	1.378	6
Missouri Valley YMCA, Bismarck	26,330	2.120	8
Youthworks, Bismarck	60,426	4.765	14
Subtotal	\$188,715	15.047	50

<u>One Competitive applicant: :</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
YMCA of Cass & Clay Counties, Fargo	\$390,000	30	60
Youthworks expansion request	\$19,811	1.524	4

Some things that need to be kept in mind:

- The YMCA of Cass & Clay Counties is requesting more funds in their competitive application than what they received in formula funding the previous year, which was \$305,488. Should they not receive competitive funding you will need to address the issue of what funding level will you allow them to apply at. Your current policy requires them to come in at the level they were funded at the previous year and then request any additional funding as an expansion. Thus, you may want them to roll their funding back to the \$305,488 and request the additional in an expansion request. But that is a decision the Commission will have to make. Even funding them at the \$305,488, we have requests for funding of \$670,700; thus if the YMCA does not receive the competitive funding, someone will not be funded and it may be more than one applicant not being funded.
- The First Lutheran Church is requesting funding to help with their parish nursing program.
- Fraser LTD is requesting funding to help youth transition to independence.
- The Victory Christian School is requesting funding to help with child ages 3-5, who have developmental issues in preparing for their entry into elementary school.
- Jamestown Public Schools is the fiscal agent for a project. As you may remember, they were a previous applicant but they will not be running the program itself. The program will be run by the South East Education Cooperative. Since the Cooperative does not have the fiscal capacity they have sought out the assistance of the Jamestown Public Schools. They are requesting funding to help with literacy issues in Fargo, West Fargo and Jamestown. The program is a takeoff of a program that is operating in Minnesota called the Minnesota Reading Corps (you

can find out information concerning them on the internet). The Minnesota Reading Corps receives national recognition for what they are doing. They have AmeriCorps members in Moorhead which has gotten teachers from the Fargo area involved with the idea.

COMMITTEE RECOMMENDATION

Jerry Houn reported that there were two recommendations from the Grants Committee.

- Option #1: Recommendation based on the YMCA-CC funded competitively.
- Option #2: Recommendation based on the YMCA-CC not funded competitively.

Jerry explained that the applications were turned over to the peer reviewers. There were two peer reviewers this year to review each application. We also had three groups of peer reviewers reviewing three applications each. Jerry commented that he did review the application score process with the members.

The following are the top five projects recommended from the committee:

- 1) Cooperstown
- 2) Fraser, Ltd
- 3) Grand Forks Housing
- 4) YMCA –Cass/Clay
- 5) Youthworks

Jerry explained that under the first scenario, if the YMCA-CC does not get funded competitively how is the \$600,000 going to be divided? This brought us to the next question, what funding should be recommended for the YMCA-CC. Jerry commented that we always require current applicants to hold-even on their funding, then they can submit their expansion separate. The YMCA-CC filed for \$390,000 under competitive funding. Under the hold-even they would be at approximately \$305,000. The committee's decision was to put the YMCA-CC at \$390,000 because they are the #1 project in the state and do the best job. We reviewed the remaining projects and ended up with approximately \$35,000 remaining to fund. In the overall ranking, Jamestown Public Schools ranked sixth and Missouri Valley-YMCA ranked seventh. The peer reviewers ranked the Missouri Valley-YMCA sixth and Jamestown Public Schools seventh.

Jerry mentioned because of turn back from last year we were awarded an additional \$28,000, but the Grants Committee chose not to consider that funding because it is not guaranteed to be available for next year.

- Jerry commented that we need to make a determination regarding the two options:
- Option #1: Recommendation based on the YMCA-CC funded competitively.
 - Option #2: Recommendation based on the YMCA-CC not funded competitively.

The commission discussed in length the Grant Committees recommendation of Options 1 & 2; the following was the result in creating and recommending Option #3.

Total Funding \$600,000 + \$28,000 additional one-time funding (not available next yr.)

<u>Option #1 – w/out Competitive Funding</u>	
Fraser Ltd -	\$12,990
Cooperstown	\$86,019
GF Housing	\$15,940
Missouri Valley-Y	\$26,330
Youthworks	\$60,426
YMCA-Cass Clay	<u>\$390,000</u>
	\$591,705 (\$8,295 funds remaining)

<u>Option #2 – with Competitive Funding</u>	
Fraser Ltd -	\$12,990
Jamestown	\$136,509
Cooperstown	\$86,019
GF Housing	\$15,940
Missouri Valley-Y	\$26,330
Youthworks	\$60,426
Expansion	<u>\$19,811</u>
	\$358,025 (\$241,975 funds remaining)

Reopen the application process to anyone interested and invite 1st Lutheran Church and Victory Christian School to resubmit their applications.

<u>Option #3– w/out Competitive Funding</u>	
Fraser Ltd	\$12,990
Jamestown	\$136,509 negotiate down <u>\$43,702</u>
Cooperstown	\$86,019 (hold-even)
GF Housing	\$15,940 (hold-even)
Missouri Valley-Y	\$26,330 (hold-even)
Youthworks	\$60,426 (hold-even)
YMCA-Cass Clay	<u>\$305,488 (hold-even) + \$28,000 (one-time funding)</u>
	<u>\$643,702</u>
	<u>\$628,000</u>

Leo Cummings commented that historically there have been no new grantees and it is difficult to get into this funding. We need to involve more people in additional areas and we need to fund as many as we can in addition to providing technical assistance the first year in order to increase the participation in those additional areas. It should be worth it to try and help these new applicants get funded.

MOTION: Larry Skogen made a motion to approve Option #3 with Step #1- With a total funding of \$600,000 + \$28,000 additional funding; make adjustment with Jamestown Public Schools to negotiate down \$43,000. Step #2- Apply the additional \$28,000 to the expansion of YMCA-Cass Clay with a notation of one-time funding. Dale Patrick seconded the motion. All in Favor. Motion Carried.

Option #3– w/out Competitive Funding

Fraser Ltd	\$12,990
Jamestown	\$136,509 negotiate down <u>\$43,702</u>
Cooperstown	\$86,019 (hold-even)
GF Housing	\$15,940 (hold-even)
Missouri Valley-Y	\$26,330 (hold-even)
Youthworks	\$60,426 (hold-even)
YMCA-Cass Clay	<u>\$305,488 (hold-even) + \$28,000 (one-time funding)</u>
	<u>\$643,702</u>
	<u>\$628,000</u>

MOTION: Larry Skogen made a motion to approve Option #2 as presented. Dale Patrick seconded the motion. All in Favor. Motion Carried.

Option #2 – with Competitive Funding

Fraser Ltd -	\$12,990
Jamestown	\$136,509
Cooperstown	\$86,019
GF Housing	\$15,940
Missouri Valley-Y	\$26,330
Youthworks	\$60,426
Expansion	<u>\$19,811</u>
	\$358,025 (\$241,975 funds remaining)

Reopen the application process for 1st Lutheran Church, Victory Christian School or others that express an interest.

Presidents Volunteer Service Award: Ryan Volk reviewed the following process for the President’s Volunteer Service Award. Ryan reported that so far there are 11 members that have registered on the website. In addition a spreadsheet was created and sent to other organizations in an attempt to get them involved. Eventually an order was placed for 20 volunteers.

About The Award - The Award is given to individuals, businesses, faith-based and other organizations that have demonstrated outstanding volunteer service and civic participation over the course of a one-year period.

The President’s Volunteer Service Award is given annually to:

- Youth ages five to 14 who have completed 50 or more hours of volunteer service within a twelve month period.

- Individuals ages 15 or older who have completed 100 or more hours of volunteer service within a twelve-month period.
- Families or groups (e.g. a block association) who have completed 200 or more hours of volunteer service within a twelve-month period.
- Lifetime achievement will be recognized with awards to individuals completing more than 4,000 hours of volunteer service.

Award winners will receive a personalized certificate of achievement, a signed letter of congratulations by the President's Council on Service and Civic Participation, and an official President's Award pin. Award winners will also be listed on the President's Volunteer Service Award Website.

Earn the Award - To earn an award, individuals, families and groups must keep a record of volunteer activities and hours served. This record of service may be kept as a diary or calendar or tracked online with the USA Freedom Corps Record of Service available at www.presidentialserviceaward.gov . When creating an account enter the Department of Commerce Record of Service Key (**KLL-37239**) as the certifying agency. The Department of Commerce will verify service and distribute the awards. Individuals must submit their records to certifying organizations that will review and verify their records and distribute awards. Nonprofit and community and faith-based organizations, schools, memberships, trade associations, federal, state or local government agencies can all serve as certifying organizations.

PDAT and Disability Inclusion: Tom Wirtz reported that during the week of February 22-25, he met with the directors/coordinators of the five AmeriCorps programs currently operating in the state. Site visits were conducted at 30 of 33 AmeriCorps sites. Three project sites were not visited due to difficulties. Based on the site visits, all five AmeriCorps programs are meeting the program accessibility standard. The majority of the AmeriCorps project sites in the state are located in the public schools, which means they must meet the provisions outlined in Section 504 and Title II of the ADA. The extension work has been done by the school systems to ensure that their facilities meet those provisions. The Department of Public Instruction also reviews ADA compliance of all the state's public schools and that each school system has an ADA compliance coordinator. As part of the process to complete the site visits, a facility checklist was provided for all of the project sites as a tool for self-assessment (handout). The checklists identified minor items that AmeriCorps directors, coordinators, and facility owners may want to consider for enhancing the accessibility of their sites. Tom's recommendations are to encourage all AmeriCorps program/coordinators and project site supervisors to continue evaluating their program activities, services, and facilities to ensure and enhance program accessibility for all individuals including AmeriCorps staff, members, or service recipients with disabilities. Also, a survey will be conducted in April of all program directors/coordinators, members, and project site supervisors to help determine program inclusiveness, the number of members with disabilities, the number of requests for accommodation that have been made and response.

Tom mentioned that on a quarterly basis, he will be sending out an AmeriCorps Disability Inclusion Contact List (handout). The purpose of the contact list is to

promote and strengthen communication between the directors and the ND AmeriCorps programs and the individuals and agencies that make up the state's disability community, to advocate for and enable the involvement of people of all abilities in volunteerism and community engagement.

Policies Updates:

1-17-06 (2) Application Score Sheets

New Policy:

- 1-01-10 (0) Monitoring Policy
- 1-02-10 (0) Monthly Reimbursement Process
- 1-03-10 (0) Findings, Resolutions, and Debt Management
- 1-04-10 (0) Additional Voluntary Match Requirement
- 1-05-10 (0) Learn & Serve Grant Close-Out

Wayne Kutzer asked for motion to approve Policy Updates for 1-17-06 (2) and New Sunset Policies 1-01-10 (0), 1-02-10 (0), 1-03-10 (0), 1-04-10 (0), 1-05-10 (0) as presented.

MOTION: Gloria Maragos motioned to approve Sunset Policy Update 1-17-06 (2) and New Sunset Policies 1-01-10 (0), 1-02-10 (0), 1-03-10 (0), 1-04-10 (0), 1-05-10 (0) as presented. Senator James Pomeroy seconded the motion. All in favor. Motion carried.

Jerry Houn brought to the attention of the Commission the Peer Reviewers Policy which was not included in this meetings policy updates. Jerry explained that a few years ago the Corporation validated that it is not required to have peer reviewers review applications. Since that validation, Jerry has requested with past state commissions the option of not having peer reviewers. As a result, there were several commissioners that sought to require peer reviewers to review the applications in order to have additional perspective. Jerry expressed concern regarding the cost of paying a peer reviewer, and also the worry that when the peer reviewer evaluates the applications they do not have a full understanding of AmeriCorps. Jerry explained that in order to be able to evaluate the applications properly, peer reviewers need to have a full understanding of what AmeriCorps is about. Usually, we try to obtain people that have some experience in reviewing applications and grant writing background. Jerry expressed that he, Ryan, and Tom have the experience and can accurately rate the applications themselves. Larry Skogen commented that the peer reviewers are public review and they are an important piece; this shouldn't be done behind closed doors. Jim Hirsch commented that there could possibly be an honorarium to in order to pay for peer reviewers if we need to pay for their service. Jill Deitz offered the possibility of using out-of-state peer reviewers. Dale Patrick expressed concern that there is serious risk by not using peer reviewers when public dollars are being used. Gloria Maragos offered the possibility of averaging it out with peer reviewers and staff reviewing the applications together. Jim Hirsch commented that a policy is out there right now that requires peer reviewers, and the issue is if we want to rescind the policy.

Wayne Kutzer suggested that sometime between the next funding cycle, the executive team take a look at this item, and if the terms of this policy need changing, we bring it to the next meeting to discuss it in further detail.

Partner and Stakeholder Panel:

Janel Schmitz - American Red Cross West Dakota Chapter

Michael Carbone – ND Coalition for Homeless People

Michael Carbone – ND Coalition for Homeless People: Michael Carbone, executive director, presented on the ND Coalition for Homeless People. Michael commented that The North Dakota Coalition for Homeless People is an organization of service providers, joined together to work on the concerns of homelessness in our state. The Coalition believes that housing and other basic human needs should be within everyone's reach in an affordable and dignified manner. Our vision is to be a statewide team of agencies collaborating to end homelessness. Accomplishing this vision requires assistance from every community in the state. Regional Homeless Coalitions provide resources within communities to help accomplish this vision.

The North Dakota Coalition for Homeless People, Inc. was formed in 1989 to work on the concerns of homelessness in our state. The Coalition has been engaged in the work of advocacy, education, data collection, and fundraising. In 2001, the Coalition established a statewide Continuum of Care plan for addressing homelessness through the Continuum of Care which the Coalition systematically: (1) identifies the needs of homeless individuals and families;(2) improves the availability and accessibility of housing and services; and(3) expands opportunities for the homeless to access mainstream resources. Today the Coalition is a dynamic organization of service providers. It draws on the strength and experience of its 60 + member organizations, as well as the experience and commitment of regional homeless coalitions and other stakeholders, to develop a better quality of life in North Dakota for homeless individuals and families. The North Dakota Continuum of Care plan has been recognized as "a model" among rural states for envisioning, coordinating, and delivering housing and services.

What we do is: Develop supportive housing for homeless individuals and families; Work to prevent further homelessness; Improve access to services for the homeless; Share information and strategies among local homeless coalitions; Advocate for local initiatives to improve housing and services for the homeless; Promote involvement, collaboration, and leadership from local service providers and units of government through the development and implementation of a statewide Continuum of Care plan; and gather and disseminate data on homelessness in North Dakota.

Janel Schmitz - American Red Cross West Dakota Chapter: Janel presented on the West Dakota Chapter of the American Red Cross. The West Dakota Chapter serves 15 counties in Southwestern North Dakota. Counties included are Burleigh, Adams, Morton, Dunn, Sioux, Slope, Hettinger, Grant, Golden Valley, Emmons, Kidder, Mercer, Oliver, Billings, and Bowman. We are located in Bismarck, North Dakota.

Red Cross disaster relief focuses on meeting people's immediate emergency disaster-caused needs. When a disaster threatens or strikes, the Red Cross provides shelter, food, and health and mental health services to address basic human needs. In addition to these services, the core of Red Cross disaster relief is the assistance given to individuals and families affected by disaster to enable them to resume their normal daily activities independently. The Red Cross provides emergency assistance to individuals in need of temporary lodging, clothing, food, essential medications or counseling. Volunteers are on call 24 hours a day, 365 days a year. Disaster Assistance is free of charge, provided through the generosity of donors who support their local chapters. While providing service to 1.4 million active duty military personnel and their families, the Red Cross also reaches out to more than 1.2 million members of the National Guard and Reserves and their families living in nearly every community in America.

Both active duty and community-based military can count on the Red Cross to provide emergency communications that link them with their families back home, access to financial assistance from the military aid societies, counseling, referral to community resources and assistance to veterans.

To fully address humanitarian needs in their local communities, American Red Cross chapters participate in the global community of the International Red Cross and Red Crescent Movement. Dedicated caseworkers in foreign countries and throughout the United States interview clients, search in communities, and form local partnerships in their mission to race and reunite families.

The American Red Cross can help to: Locate family members separated by war, internal conflict, or humanitarian emergencies; restore family communications across international borders; reunite family members when possible; and provide additional family linking services that are within the scope of the American Red Cross humanitarian mission.

NEW BUSINESS:

Public Input: None

ADJOURNMENT: With no further business and consent of the members, the meeting was adjourned at 2:15 p.m.

Action Items:

- ✓ Tom Wirtz has compiled data from AmeriCorps State projects and will share with the Commission via email.
- ✓ Tom Wirtz will send out the on a quarterly basis, the AmeriCorps Disability Inclusion Contact List.
- ✓ Jerry Houn will provide the Commission Peer Review Policy 1-05-04-(2) for the October meeting.
- ✓ Jerry Houn will contact BSC regarding Campus Compact.