



1600 East Century Avenue, Suite 2
P.O. Box 2057
Bismarck, ND 58502-2057
Phone (701) 328-7266
Fax (701) 328-5320

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

**MINUTES
January 19, 2011**

Meeting Date, Time & Place: January 19, 2011 at 9:30 a.m. - Job Service North Dakota, Bismarck, North Dakota.

Members Present: Leo Cummings – Acting Chair, Leah Beyer, Rosella Grant (telec), Jill Deitz, Dale Patrick, Darlene Reinarts (for TJ Russell), Larry Skogen (telec)

Members Absent: Greg Allen, Leanne Bertsch, Scott Davis, Jan Engan, David Gipp, Bette Grande, Wayne Kutzer, Lee Lampert, Gloria Maragos, Terry Saul, Jackie Velk

Ex-Officio Members Present: Beth Zander, Deb Schiefelbein

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

CALL TO ORDER:

Opening Remarks & Introductions: Leo Cummings-Acting Chair called the meeting to order and welcomed everyone and asked for introductions.

Administrative Announcements: Travel vouchers are available for members and to see Cheryl Leach after the meeting.

APPROVAL OF AGENDA:

No Quorum – Tabled until April meeting

APPROVAL OF MINUTES:

No Quorum -Tabled until April meeting

CHAIR'S REPORT:

Meeting Attendance: Beth Zander briefly reviewed the meeting attendance, reminding the members of the policy regarding attendance.

2010-11 Quarterly Meeting Dates: Beth Zander reviewed the 2011 quarterly meeting schedule. The 2011 State Commission on National & Community Services meetings have been set for April 27, July 20, and the Governors Workforce Summit is set for October 5-6.

2011 Governor's Workforce Summit Update: Beth mentioned that the 2011 Governor's Workforce Summit will be held October 5-6, 2011 at the International Inn, Minot, ND. The Summits Title is "Turn the Key". In April or May we will begin to structure the Summits brochure and agenda. In February, we will begin working on the sponsorship opportunities.

2011 Budget Update: Jerry Houn reported on the budget for the State Commission Administration, Program Development & Training (PDAT), and Disability Inclusion as of November 2010. Funding is January-December 2010.

State Commission Administration – There is a maximum of \$148,375 appropriations available. Currently we have \$52,620 total expenditures with \$52,755 balance. We currently have expended 64.44%.

Program Development and Training (PDAT) - The PDAT allocation is \$73,800. Those dollars are primarily to support the training and technical assistance provided to the sub-grantees and commissioners. Currently we have \$52,399 total expenditures, with a \$21,401 balance. We currently have expended 71.00%.

Disability Inclusion - The Disability Inclusion Grant shows appropriations of \$50,567. Currently we have \$29,426 total expenditures with \$21,141 balance. We currently have expended 58.19%.

2009-10 Project Spending Report: Ryan Volk handed out a spending report for 2009-10. AmeriCorps budget and spending for six projects include: Kidz Count - Cooperstown, YMCA of Cass & Clay Counties, CSI: Grand Forks, Youthworks-Mountain Plains Youth Services, Missouri Valley Family YMCA, and Maddock- After School Activities Program. Ryan reported on what all the projects have spent thus far; Cooperstown has 22 slots of which all have been filled and 18 completed. Grand Forks has six slots of which all have been filled and five completed. The YMCA has 47 slots, all have been filled and 44 completed. Youthworks has 15 slots, and all those have been filled and 13 completed. Missouri Valley YMCA had eight slots of which all were filled and zero members completed. Maddock had to withdraw due to their inability to meet the match requirement to support the cost.

2010-11 Project Spending Report: Ryan Volk handed out a spending report for October & November 2010-11. AmeriCorps budget and spending for six projects include: Kidz Count - Cooperstown, YMCA of Cass & Clay Counties, CSI: Grand

Forks, and Youthworks-Mountain Plains Youth Services, and Missouri Valley Family YMCA, and South East Education Cooperative Student Progress Corps. Ryan reported on what all the projects have spent thus far; Cooperstown has 22 slots of which 14 have been filled. Grand Forks has six slots of which all have been filled. The YMCA has 52 slots, all have been filled. Youthworks has 17 slots which 16 have been filled. Missouri Valley YMCA had eight slots of which all have been filled. South East Education Cooperative Student Progress Corps has 26 slots of which 23 have been filled.

2009-10 AmeriCorps Program Activity Update:

Formula Funding: Jerry Houn reported on the 2009-10 AmeriCorps State Formula Sub Grantees Projects Performance Measures.

➤ Cooperstown Community Activities

Overall, this project has had members not complete their service. This is reflective of small town AmeriCorps projects. Many, if not all, of the members are high school students who tend to participate in athletic activities and once summer comes many graduating high school seniors set out for new destinations or ventures, such as towns where they will be attending college in the fall or working full-time to help pay for college.

➤ Housing Authority of the City of Grand Forks

The past three years this project has received AmeriCorps funding and have had issues with members not completing their service time. Some of the reasons have included members graduating from college and receiving a full-time job to members not being able to handle college, for a multiple number of reasons, and leaving Grand Forks.

➤ Fargo-Moorhead Family YMCA

This project has a good track record, to-date they have filled every slot awarded since they first received AmeriCorps funding from the State Commission. Because of the number of slots awarded it is reasonable that not every member will complete their service time. Most, if not all, of the AmeriCorps members recruited by this project are college students.

➤ Youthworks

This project had four slots they re-filled. Of the four slots, two were able to complete their time. For the past three years, this project has had one or two members not complete their time. This year was more acceptable because of the re-filling of slot issues.

Missouri Valley Family YMCA

This project got a late start because they needed to request an extension for completing the project development phase. All but one of the members served up until the final day of the contract between the Missouri Valley YMCA and the State Commission.

AmeriCorps Project Enrollment History – Ryan reported the 2005-2010 Member Completion Report for Cooperstown Community Activities, Cass and Clay Counties YMCA, Grand Forks Public School District #1, Housing Authority of Grand Forks, Jamestown Public School District #1, Youthworks, and Missouri Valley Family YMCA.

AmeriCorps Project Awarded vs. Expended History – Ryan reported on the 2005-2010 Project Spending History for Cooperstown Community Activities, Cass and Clay Counties YMCA, Grand Forks Public School District #1, Housing Authority of Grand Forks, Jamestown Public School District #1, Youthworks, and Missouri Valley Family YMCA.

2010-11 AmeriCorps Program Activity Update:

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

<u>Applicant</u>	<u>Funding</u>	<u>MSY⁽¹⁾</u>	<u>Members</u>
Cooperstown Community	\$86,019	6.789	22
Grand Forks Housing	15,940	1.378	6
Jamestown Public Schools	92,807	7.162	26
Missouri Valley YMCA	26,330	2.120	8
YMCA of Cass and Clay Counties	334,396	26.000	52
Youthworks	73,416	5.79	17
Totals	\$628,908	49.159	131

⁽¹⁾ MSY represents Member Service Year (AKA-FTE).

2011-12 AmeriCorps*State Project Updates:

AmeriCorps- Jerry Houn reported that the State Commission is in the process of fielding applicants for the 2011-12 grant year. Applications are due by February 11, 2011. The State Commission received over \$628,000 of formula funding for this coming grant year.

Corporation for National & Community Service Updates

State Director’s Report – Jerry Houn reported in Deb Schiefelbein’s absence. The Corporation for National & Community Service is under a continuing resolution through March 4, 2011. Many of the Corporation projects will be completing their Martin Luther King Day events the week of January 17th. Jerry reported that Deb will be planning compliance monitoring visits in North Dakota the 2nd week of April.

North Dakota State University was awarded the January 1, 2011 grant for the Western ND Foster Grandparent Program Notice of Funding Availability competition. Jerry noted that Deb provided the ND/SD CNCS Briefing Book in the packets, which includes the latest updates on most of the Corporation’s programs in North Dakota as well as South Dakota.

Policy Updates: *No Quorum – Table until April meeting*

- 1-02-03 (3) – Conflict of Interest
- 1-08-04 (3) – AmeriCorps Member Term Limit
- 1-35-08 (1) – Sub-Grantee Quarterly Progress Reports
- 1-36-08 (1) – Member Service Hour Tracking

Executive Committee: *Tabled until April meeting*

- The Roll of the Grants Committee
- The Roll of the Staff
- The Peer Reviewers Roll

Campus Compact Status Report – Jerry Houn reported that he has met with college representatives from University of North Dakota, North Dakota State University, Dickinson State University, Mayville State College, Minot State University, University of Mary, and Bismarck State College. Campus Compact is what colleges call service learning by taking classroom learning and applying that knowledge immediately. Jerry commented that University of North Dakota (UND) is interested in participating in Campus Compact. UND has 47 out of 61 departments that require service learning. Jerry mentioned that he is trying to find out what these colleges are doing and how AmeriCorps can help. Montana is also using Campus Compact. Montana's nursing program uses Campus Compact as part of their program.

Jerry mentioned that AmeriCorps is being introduced to Campus Compact and three colleges involved were Dickinson State University, University of North Dakota, and Minot State University, however, Minot and Dickinson have decided not to participate in Campus Compact due to the expensive.

Jerry explained that Campus Compact programs promotes service initiatives that develop students' citizenship skills, helps campuses develop effective community partnerships, and provides resources and practical guidance for faculty seeking to integrate civic engagement into their teaching and research. Campus Compact programs use the AmeriCorps Education Award. The AmeriCorps Education Award program engages college students as AmeriCorps members. The education award can be used to pay education costs at qualified institutions of higher education or to repay qualified student loans. The Education Award may be used in the following ways, or a combination of them: To repay qualified existing or future student loans; to pay all or part of the current cost of attending a qualified institution of higher education, or to pay current expenses while participating in an approved school-to-work program. The Education Award can be used up to seven years after the date the student ended their service.

COUNCIL ACTIONS ITEMS AND RECOMMENDATIONS: None

PUBLIC INPUT: None

ADJOURNMENT: With no further business and consent of the members, the meeting was adjourned at 1:00 p.m.