

Volunteer Tennessee
Quarterly Commission Meeting Minutes
Virtual Meeting
May 15, 2020

Members in Attendance: Chairing: Tina Hodges*, Justin Crowe*, PJ Davis*, Stephanie Davis*, Ethan Harvill*, Andrea Hill*, Michael Hogan (TDS&HS), Rick Kriesky*, Buddy Lea (TDF&A), Greg Lyles*, Lee Moten*, Sara Palmer*, Wanda Perry*, Kane Reeves*, Donovan Robertson*, Nancy Schelin (TDEC), Jason Scott*, Terry Silver*, Tracy Van de Vate*, Amy Walter*, Betty White*, Eileen Wollam*

Members not in Attendance: Brittany Debity-Barker* (TDOE), Bobby Graves (TDM), Marjahna Hart (DCS), Heidi Leming (TBR), Carol Oglesby (UT-C), Kerri Arnold (Miss TN Volunteer)

Guests: Jackie Hansom, Nashville After Zone Alliance

Staff: Shannon Duke, Neelam Gupta, Monica Hodges, Stephanie Houghton, Jim Snell, Daniel Sparkman

Quorum Count: 19 of 25 (13 is quorum). (*) indicates voting member.

Tina Hodges called the virtual meeting to order at 10:05 a.m. P.J. Davis was asked to call the roll to confirm members present for the meeting. Tina then asked everyone to review the minutes from the last meeting. Tina called for a motion to approve the January 23, 2020 meeting minutes. Greg Lyles made a motion, and Justin Crowe seconded. The motion passed unanimously.

Donovan gave a report out on Friends of Volunteer Tennessee, including the update that Treasurer Carol White is leaving in July because she is moving out of state. Board member Stephanie Davis is assuming the position. Friends of Volunteer Tennessee is seeking more members and has put a call out to board members and will also reach out to past Governor's Volunteer Stars Awards honorees.

Jim gave the Director's report including that VT staff are continuing to work remotely at least until the end of the month and information on some COVID-19 relief legislation that could impact national service, such as the Pandemic Response and Opportunity Through National Service Act. One bill, the HEROES Act relief bill for COVID-19, does not include national service. Jim also mentioned that board site visits are on hold for now and a site visit plan will be figured out when possible. He then concluded his director's report.

Tina called on Michael Hogan to present on the different funding decisions. He and Jim began by asking if all had reviewed and signed their conflict of interest forms regarding the funding decisions prior to the meeting. Jim confirmed verbally with PJ Davis and Donovan Robertson that they did not have any conflicts. Andrea Hill, Greg Lyles, Donovan Robertson, and Nancy Schelin identified conflicts related to the Volunteer Generation Fund funding. Nancy Schelin, Jason Scott, and Tracy Van de Vate identified conflicts related to the AmeriCorps funding.

Michael first reviewed revisions to the AmeriCorps funding timeline and recommended a vote to approve the necessary revisions. Buddy Lea made a motion to approve, and Eileen Wollam seconded the motion. The motion passed unanimously.

Michael presented the 2020-21 Volunteer Generation Fund (VGF) budget. Because of their conflicts, Andrea Hill, Greg Lyles, Donovan Robertson, and Nancy Schelin did not participate in the discussion and did not vote. Jim explained that the executive committee had already voted on this budget, but that staff wanted the full board to review and approve the budget. He then gave an overview, explaining the costs and the organizations involved. Buddy Lea asked for some clarification on the volunteer portal budget. Jim explained it was split between two grants – the VGF grant and the Commission Support Grant. Tina called for a motion to approve the 2020-21 VGF budget. Rick Kriesky motioned to approve, and Amy Walter seconded. The motion passed unanimously.

Michael then presented the 2020 Commission Support Grant (CGS) budget revision and called on Jim for additional explanation. Jim explained that this budget had been approved in October, but the Corporation for National and Community Service (CNCS) could only award half of the funds at the beginning of the calendar year and then had to do a second round with the remainder of the grant funds. In the meantime, CNCS confirmed that Volunteer Tennessee could use unexpended funds from 2019. The revision's biggest change was an increase for the Volunteer Center and Youth Civic Engagement grants. Eileen had a question about lack of funding in the line item for staff training, but Jim explained that was covered in another grant budget, the Commission Investment Fund. Tina called for a motion to approve 2020 CSG budget revision. Eileen Wollam motioned to approve, and Buddy Lea seconded. The motion passed unanimously.

Michael then presented the 2020 Commission Investment Fund (CIF) budget revision and called on Jim for additional explanation. Jim explained that this budget had also been approved in October, but CNCS had since confirmed that Volunteer Tennessee could use unexpended funds from 2019. Jim explained how the carryover was partly due to the fact they had changed the grant timeline to be on a calendar year and the because of the changed timeline there had been twelve months of funding to spend in six months. The budget had been revised to allow for increased events and attendance. Michael asked if the grant funding might be reduced if not all of it was used, and Jim explained that, although sometimes unexpended funds were sometimes not allowed to be carried over into the next grant year, the grant funding would not be reduced because it is based on a population formula. Tina called for a motion to approve 2020 CIF budget revision. Kane Reeves made a motion to approve, and PJ Davis seconded. The motion passed unanimously.

Michael then moved to AmeriCorps funding. Because of their conflicts, Nancy Schelin, Jason Scott, and Tracy Van de Vate did not participate in the discussion and did not vote. Monica talked about the eight Competitive Applications. Teach For America - Nashville-Chattanooga was offered all of the Member Service Years requested but at 0 dollars, and Knoxville-Knox County Community Action Committee proposed a new program that was not funded. Both were moved to the Formula funding process. Jim gave an overview of the funding, shared program descriptions, and shared information about the risk assessment results for the two new applicants, Appalachian Regional Conservation and Development Council and Impact America. The "2020 AmeriCorps Formula Funding – Grants Committee Recommendation" spreadsheet was shared on screen. Michael explained how the Grants Committee works with the staff, and they look at the program performance scores. From this, they had decided to propose funding the two new programs, Appalachian Regional Conservation and Development Council and Impact America. AIM Center and Appalachian Regional Coalition on Homelessness had low performance ratings, so it was decided not award them the full requested amounts. Buddy Lea explained how the Grants Committee wanted to make sure it used performance as an incentive/disincentive. Application scores, data, and performance were all

part of the committee decision process. Tina called for a motion to approve the 2020 AmeriCorps Formula Funding. Justin Crowe motioned to approve, and Greg Lyles seconded. The motion passed unanimously.

Eileen Wollam presented the revisions to the Executive Order, which include having a range of 19-25 members and making sure all references to Volunteer Tennessee were consistent. Jim had added a description clarifying the role of the Executive Director. Eileen explained that once this revision was approved it would go to the Governor. Tina called for a motion to approve the revisions. Betty White motioned to approve, and Kane Reeves seconded. The motion passed unanimously.

Tina asked if there were any questions and gave a reminder the next board meeting dates this year. Jim gave instructions for online evaluations. Tina then called for a motion to adjourn the meeting. Eileen Wollam moved, Andrea Hill seconded, and it passed unanimously.

Tina adjourned the meeting at 11:14 a.m.

Approved: _____ Date: _____
Secretary

Meeting minutes prepared by Stephanie Houghton, Outreach and Communications Manager.