

**Governor's Office of Volunteer Services
Alabama State Service Commission
GoToMeeting, 401 Adams Avenue, Montgomery, AL 36104
Meeting Minutes**

Chair Rod Steakley convened the regularly scheduled meeting of the Alabama State Service Commission at 11:00am February 3, 2021. In accordance with the Open Meetings Act, notice of this meeting was posted with the Secretary of State (SoS).

Confirmation of Meeting Notice Submission

Meeting Date & Time: 02/03/2021 11:00 AM

Meeting Location: GoToMeeting, Montgomery, AL 36104

Meeting Type: regular

Submission Date & Time: 12/17/2020 3:31:23 PM

Chair Steakley welcomed everyone and asked for a roll call. Secretary Johnson, called roll.

In attendance (virtual – GoToMeeting):

Rod Steakley, Chair
Betty Ruth, Vice-Chair
Sue Johnson, Secretary
Becky Booker
George Casey
Jill Chenoweth
Al Dixon
Shereda Finch
Jonathan Gaddy
Paul Kennedy
Holly Shepherd Lollar
Kimberly Parker
Jonathan Thompson
Tawanna Wright

Ex-Officio

Fannie Ashley (DHR)
Kathy House (Mental Health)

Staff Present:

Melinda Stallworth

No proxies received. Commissioner Johnson confirmed there was a quorum present to conduct business.

Chair Steakley presented the December 2020 meeting and December Special meeting minutes for approval. There were no questions. There was a motion from Commissioner Dixon and, Commissioner Booker seconded the motion, all were in favor, none opposed, none abstained. The minutes were approved.

Chair Steakley asked Melinda Stallworth, Coordinator, to give an agency update.

Coordinator Stallworth thanked Commissioners for attending and presented the update.

Coordinator's Agency Report

Staffing Update – Brandy Taylor, AmeriCorps Grants Compliance Officer, hired January 1, 2021 and will be posting Outreach, Engagement, & Training Coordinator position.

Budget Update

- State
 - Education Trust Fund - \$361,166 (current); FY22 \$361,166 (requested)
 - State General Fund - \$115,000 (current); FY22 \$115,000 (requested)
- Federal – CNCS
 - Commission Support Grant – \$265,000 (current); FY22 funding pending
 - Commission Investment Fund – \$149,954 (current); FY22 funding pending
- Other - AL Dept. of Public Health – Volunteer Management Grant – FY20 \$45,000; FY21 \$50,000
- Total Current Revenue \$776,120 (Current; Excludes Formula allocation)

COVID-19 Summary

- AL State AmeriCorps Programs are engaging members through a combination of traditional activities (while adhering to COVID-19 safety protocols), alternative activities, and teleservice activities. Commission created an AmeriCorps State Program Response Infographic. Providing COVID-19 relief effort updates to AmeriCorps HQ-Disaster Services for national impact report.

CNCS Transformation and Sustainability Plan Update

- The transition process continues to be a challenge for the Commission and the programs. Outstanding AmeriCorps issues: Currently have several outstanding issues that are pending with AmeriCorps. Impacting the Commission and AL AmeriCorps State Programs. Commission staff is working with the regional office and eGrants helpdesk to address issues and delays.

Alabama Law Enforcement Agency (ALEA) Audit

- Commission selected for ALEA audit in November. Completed in December; GOVS determined compliant. Selected because Commission is a Noncriminal Justice Agency (NCJA) receiving fingerprint based criminal history record information (CHRI) background checks. Based on feedback, created new policies for managing CHRI.

AmeriCorps State Update

- National Service Criminal History Checks (NSCHC) - Developing process for Commission staff paid with federal funds, to undergo criminal history checks.
- AL Commission selected for FY 2021 AmeriCorps IPERIA Testing (Improper Payment Elimination and Recovery Improvement Act of 2012) in December 2020 and submitted requested material for review in January 2021.
- Planning Grantees Update (July – December 2020)
 - SAFE/ANFRC - Completed process and will not pursue an operational grant; will instead work with partner agency, Tuscaloosa One Place, to submit grant. Outstanding issue: submission of operational application in eGrants, federal grants system. Outstanding issue: submission of planning grant for reimbursement in eGrants federal grants system.
 - City of Montgomery – Montgomery Police Department. Completed process and will pursue an AmeriCorps Program. Recent staffing changes will delay successful implementation. Outstanding issue: submission of planning grant for reimbursement in eGrants federal grants system.
 - YMCA of Greater Montgomery - Completed process and will pursue an AmeriCorps Program. Recent staffing changes will delay implementation. Outstanding issue: submission of planning grant for reimbursement in eGrants federal grants system.

- 2020-21 AL AmeriCorps State Programs (Current)
 - Bettering Communities, Bettering Lives (YWCA of Central Alabama) – National Service Criminal History Check review for 2019-20PY completed and will be assessed a disallowance.
 - Commission staff is preparing to implement 2020-2021 Program Monitoring Modules.
- MLK Day Activities
 - Selma AmeriCorps Program (City of Selma) - Members marched across the Edmund Pettus Bridge to commemorate MLK Day and created a PowerPoint Presentation on service and MLK Day and posted to their Facebook page to increase awareness and members completed a neighborhood clean-up service project.
 - Teach For America-Alabama - Focused on self-guided learning project for members to show how impactful systemic and institutional racism has been (and continues to be) in the United States and used historical material from the Equal Justice Initiative's (EJI) website, and planning to partner with EJI on resource materials that members can use in their classrooms.
 - Building Communities, Bettering Lives (YWCA) - Hosted an underwear and hygiene products drive to provide 100+ women new undergarments and small care packages containing essential hygiene items.
 - AmeriCorps Instructional Support Team (Butler County Board of Education) - Continued partnership with Operation Gratitude. Members made items and letters to be included in care packages sent to deployed military service members and also sent letters to first responders.
 - Mobile Baykeeper AmeriCorps Team - In partnership with Mobile United and other environmental organizations, hosted a community-cleanup to honor Dr. King. Coosa Riverkeeper AmeriCorps Patrol Members wrote a blog post for their website and social media channels to discuss Dr. King's social justice activism and how it includes environmental justice's goals for clean air, water, and soil for all humans regardless of race, ethnicity, socioeconomic status, or creed. Black Warrior Riverkeeper partnered with Cahaba Riverkeeper to clean up Shadow Lawn Memorial Gardens in Birmingham and the group also took a historical tour of the 40-acre park courtesy of John Lanier, from the Shadow Lawn Memorial Gardens Maintenance and Perpetual Care Association. This historically African American cemetery has a long history in Birmingham dating back over 100 years. Cemetery maintenance was cut from the city budget several years ago, so they rely on community volunteers to preserve this important park.
 - Impact Alabama - Service Members received tax documents at a drop off site and begin completing tax returns for members of the community. Coordinator Stallworth was a speaker at the Impact America's SaveFirst Virtual Conference on January 19.
- 2021-22 AL AmeriCorps State Program Applicants (Upcoming)
 - Current FY20 subgrantees plan to submit FY21 applications: Butler County Board of Education, City of Selma, Impact America, Mobile Baykeeper and Teach for America-AL
 - New Interested applicants: New Schools for Alabama (Jefferson, Montgomery, Mobile, Sumter, Perry); One Roof (Jefferson, Shelby, and St. Clair); YMCA of Greater Montgomery (Montgomery)

Disaster Preparedness and Response Update

- Volunteer Donations Management: Coordinating FEMA Donations on behalf of ALVOAD to partners statewide.
- Preparedness Outreach - Distributing Disaster Preparedness Activity Books (also Spanish version) to students.
- Hurricane Sally – September 14 activation - Federal declared disaster, FEMA VAL supported virtually and in-person. Supported Baldwin County VOAD with a Volunteer Reception Center. Continuing to support Baldwin County Long Term Recovery Committee.
- Hurricane Zeta – October 28 activation – Federal declared disaster, FEMA VAL supported virtually. Supported Mobile County VOAD with a VRC in Clarke County. Continuing to support Southwest Alabama

Long Term Recovery Committee (will combine Sally and Zeta). Assisted AEMA with outreach efforts for FEMA Registration for Individual Assistance: contacted 150+ partner organizations in affected counties via email, phone, and distribution of 3,000 printed flyers.

- Coordination of resources and information, recruiting volunteers, logistics, supplies and donations. Responded to requests for assistance. Identifying partners and assisting with coordination for housing, volunteers, feeding missions, debris cleanup and tree removal, water, laundry and shower units.
- January 25, 2021 Fultondale Tornado - Assisting local VOAD with support and technical assistance.
- COVID-19 - Continuing to assist with the COVID-19 response efforts since activation by AEMA. Continuing to participate in regular conference calls with local, state, federal, faith-based and community-based nonprofit partners. ADPH Volunteer Management Grant – As of 1/29/2021, the Alabama ReadyOp volunteer registration platform has 679 registrants and Commission staff is completing license verifications and submitting information to ADPH.

Upcoming Meetings/Trainings

- GOVS will partner with Council on Substance Abuse to host several Virtual Mental Health Trainings, including Mental Health First Aid and a Suicide Prevention training: QPR (Question, Persuade, Refer). Date pending.
- Virtual G288 Local Volunteer and Donations Management training: March 17-18 & September 15-17
- Virtual Volunteer Reception Training (VRC) - March 19

The Coordinator had nothing else to report. Chair Steakley asked if there were any questions, there were none.

Chair Steakley asked for CNCS to report. No report at this time.

Next Chair Steakley called for Commissioner Updates. Commissioner Chenoweth shared information about the South Alabama Nonprofit Coalition and inquired about the Revive Plus Grant. Coordinator Stallworth will email contact information for the Alabama Finance Office managing the program.

Chair Steakley then moved to Old Business. Coordinator Stallworth gave an update on preparation for the upcoming State Service Plan process, which is delayed because of response and relief efforts for COVID-19, Fall 2020 storms: Hurricane Sally and Hurricane Zeta and Governor Ivey's amended Safer at Home Order. The goal is to have survey prepared for distribution in 1st Quarter of 2021.

Chair Steakley then called for any new business. Commissioner Lollar gave a brief update on current plans for the Governor Volunteer Awards. A committee meeting is being scheduled to begin planning.

Chair Steakley then asked if there was any other business. There was no additional business. Chair Steakley called for a motion to adjourn, Commissioner Booker made a motion and Commissioner Chenoweth seconded the motion. All were in favor/none were opposed. The meeting was adjourned at 11:33am.

Chair Rod Steakley

Commissioner Sue Johnson, Secretary