



# 1/26/18 Advisory Board Meeting AmeriCorps Cape Cod Advisory Board

## Harborview Conference Room, Barnstable County Complex

Meeting Minutes: Friday, January 26th, 2018  
9:00 AM

*Attendance: Nancy Church, Nina Coleman, Hillary Greenberg Lemos, Rachel Hutchinson, Michael Lach, Heather McElroy, Lauren McKean (Phone), Steve McKenna, Jessica Whritenour, Ron Beaty*

### Welcome and Introductions

*Everyone went around and introduced themselves, as this was Commissioner Ron Beaty's first meeting as the representative from the County Commissioners.*

### Old Business

*Dan stated there was no old business to discuss.*

### Communication and Updates from Program

#### House Updates

*Cole started by stating that everything has been going well at the Bourne House. Members have been great at service and were very active in the community doing after-hours service. Noted places members have been performing extra service, including NMLC and Wild Care.*

*Katie had to take an emergency phone call and missed her house update (LeHac house).*

*Alex noted that the FireCorps has also been doing very well in the field. They too are taking on a lot of extra weekend service with local organizations. They just finished their winter outreach and are heading back to serve at the Seashore for the remainder of the service year, with the exception of one week in February doing pile burns for the towns.*

### Specialist Update

*Andrew noted that the time has come for both IP evaluations and site visits to see how our members have been performing at their placements. Evaluations will be wrapping up the next week, while site visits are just beginning. Dan will handle a few site visits for service partners he has not met yet. All indications so far have been that members are performing very well across the board, and no major issues have been raised. The RFP Release Meetings will be conducted in mid-February. There will only be 24 IP slots next year, compared to the current 26. The office placements will drop for 3 to 2, however. Andrew noted we will be offering the RFP meeting as a Webinar for those who are further away.*

*Hillary asked if IPs will be more competitive this year, to which Andrew responded in the affirmative. There will be fewer slots, however it is his hope that with more*



*organizations collaborating and sharing placements, they won't have to turn any good placement opportunities down.*

*For disaster services, the members came close to deploying during the high wind winter storm event earlier in the year that damaged parts of Provincetown and Chatham. Members were on standby for shelters, but power was recovered soon enough. Andrew noted it was the closest call since the last time shelters were opened (2015). 2 members did deploy for 24-36 hours to the MACC during the event, and they were thanked for their service (they did get chances to sleep during the event).*

*Andrew discussed the wrap up of MLK Day 2018. It was very successful with over 100 volunteers participating in a Cape-wide food drive and service projects for our local food pantry, especially family pantry. Over 1700 units of food were collected and given to the pantry, and many clean-up projects were completed for the partners. Next year, Andrew would like the MLK Day project selected through and RFP method similar to National Volunteer Week, to be done by this year's members before they leave; this will alleviate the load on next year's members. The next signature events will be Canal Clean Up and National Volunteer Week, both in April, and planning for those will begin soon.*

*Jessica asked if we will be looking for proposals for National Volunteer Week projects. Andrew said they would be releasing an RFP soon, and that he would like to have a service project each day with a specific volunteer group, including school classes, clubs, and/or volunteer days for local businesses (like had occurred last year with Cape Cod Potato Chips).*

## Coordinator Update

### Funding/Program Changes

*Dan began his update by noting that a member (Annalicia Carrion-Hawkins) had resigned from the program for personal reasons. She did not feel the labor aspects of the program nor the residential setting were the right fit for her. Her placement was with the ACC Office, so no service partners were affected by this.*

*Dan announced changes for the next grant cycle of the program now that he has submitted a budget and the next grant to CNCS. The program will be dropping to 24 members, by eliminating the separate FireCorps and bringing all the members back into the general group. A 6 member "Disaster Response Corps" will be created using members from all houses, who will be trained in additional disaster response work and will take S130/190 for Wildland Fire projects.*

*With the grant submitted, Dan noted we will have a heavier Disaster Response focus because that is the federal funding focus at the moment.*

*Dan noted we will not hear back until the Federal budget is passed, most likely not before March or April. There will be a clarification period with the grant first.*



## Housing

*A major change for the program, as Dan notes, will be housing. We are officially losing the Bourne House. Commissioner Beaty described the situation with the Bourne leases as a multi-layered problem, which is why the situation will not be resolved in time for us to use the house next year.*

*Nancy noted that the WBNERR staff house would not be a great fit because staff need to use it during the summer. It would only fit a few members.*

*Multiple members mentioned WHOI as someone to reach out to, as they have some housing that had been up for rent that just got taken off the market, but no one is sure why.*

*Dan says the program currently has a back-up plan of using Wells House, if the Seashore will let us, and the old Brewster Fire Station bunk rooms as a 12 member solution should no other housing come along. Negotiations will be required with the Seashore and Brewster for this to happen. Dan noted we have some funds for facility improvements and utilities. Andrew asked Lauren if the Seashore would let us keep the Wells House. Lauren said ACC would need to meet the new Superintendent to discuss. Dave used to pay for the house out of the Boise Fire budget (regional NPS fire program), not the park's.*

*Dan mentioned the idea to use the White House (old Sheriff's House) that currently houses the RDO as housing. He messaged the Administration but never heard back. Commissioner Beaty said he would follow-up on that email to see if it would be possible. Multiple people stated it would be a creative solution.*

*Dan mentioned that a house could potentially be bequeathed to the Chatham Conservation Foundation, but the timeframe is unknown. Matt Cannon, Service Partner from CCF, noted that they are working to make it possibly a house for AmeriCorps. Rachel (Chatham) noted that it was not a great solution to replace the Bourne House, nor is Brewster, because the drive distance to the Upper Cape would be immense. Multiple members and ACC staff noted this indeed would not be ideal.*

*LeHac is currently undergoing Fire Safety upgrades and a new contract will be negotiated, per Dan.*

## Retreat and member evaluations

*Dan notes that supervisors have begun evaluations for members. A Life After AmeriCorps retreat will be held for AmeriCorps members in February, where they will get resume and job hunt training for after the program. They will also do a programmatic evaluations.*

## Other Goals for the year



*Dan noted ACC is seeking a national Disaster Response Team designation. This would allow the program to be deployed on federally declared disasters nationwide. Commissioner Beaty asked if members could have gone during Harvey/Irma, to which Dan responded ACC could not without this designation. Dan noted that this will require discussions with the County on emergency declaring out of state travel. All costs would be reimbursed by the Federal funders. Andrew noted that Service Partner Agreements and Member Position Descriptions would need to be updated to reflect the members ability to deploy. Asked if staff would go with the members, Dan said we would send someone with them.*

*The program is still seeking to replace its older pick-up truck. Dan noted it would also like two 10-passanger vans if possible.*

*Dan mentioned that the County Admin said we could have a Friends of AmeriCorps group of sorts to provide additional funding and a 501c3 designation. However ACC Staff cannot fundraise for their own program/are County employees and cannot be involved. Dan mentioned multiple Alumni are interested in starting the group and staff would be allowed to talk with them, just not run or be involved with their work. Would take a lot of ironing out.*

*Dan directed the Ad Board to look at the updated Website, with a new modern layout and additional pages. Andrew noted he will be adding a Service Partner FAQ and important links/download pages.*

#### Board Member Opportunities/Updates

*Dan noted that Peter Freeman has resigned. He is taking nominations for replacement. Commissioner Beaty noted that new nominations would just need to be sent down to the Commissioners for their signature, as the Ad Board is a County Board.*

*Dan says he will be reaching out to other members who have not attended in last two years.*

*The nominated members include Amy Alati (Barnstable County Health & Environment), Brian or Sarah Sharp (IFAW), and Cheryl Andrews (Provincetown Board of Selectmen)*

*Dan will reach out to the nominated names to see if there is interest.*

#### Program Calendar

*January 26 Ad Board Meeting  
February 1 IP RFP Release  
February 14-16 Mid-Year Retreat  
March 5-9 AmeriCorps Week  
April 3 County Day of Recognition  
April 16-20 National Volunteer Week  
April 21 Canal Clean up  
April 27 Ad Board Meeting*



*June 6-8 Member Development Retreat  
June 29 Ad Board Meeting  
July 26 Member Graduation*

*Dan notes that the next Ad Board meeting will be the review of IP Proposals for Year 20. Andrew says he will again split the board into groups and send them 4-5 proposals to review ahead of time.*

#### Other Business

*Mike Lach (Harwich) notes that the Southeastern Mass Land Trust Convocation is on Saturday, Feb 3rd. Staff, Ad Board and members welcome to attend if they register with Compact.*

#### Adjourn

*Meeting adjourned by Dan.*