
AmeriCorps Cape Cod Advisory Board Meeting Minutes

I. Call to order

Andrew Platt called to order the meeting of the AmeriCorps Cape Cod Advisory Board at 9:14 AM on October 26th, 2018 *at* the Innovation Room, Barnstable County Complex.

II. Attendance

Members Present:

Brian Sharpe, Hilary Greenberg-Lemos, Timothy Famulare, Phillip Burt, Rachel Hutchinson, Jessica Erickson Whritenour, Nancy Church, Heather McElroy, Ronald Beaty, Ryan Burch, Lauren McKean (phone)

Members Absent:

Nina Coleman, Michael Lach, Steve McKenna, John Ohman

Staff Present:

Andrew Platt: Program Coordinator

Kayla Baier: Program Specialist

Alex Bates: Lejac House Supervisor

Meredith Ballinger: Pocasset House and The Ranch House Supervisor

III. New Business

Swearing In

- All physically present attendees were sworn in by County Clerk Janice O’Connell. Clerk O’Connell stated all members of the board that were sworn in need to complete the Conflict of Interest Certificate and read over the open meeting law summary. All members not present must find a time to be sworn in.

Voted on Chair and Vice Chair

- Andrew Platt opened the discussion to elect a Chair and Vice Chair. A motion to elect Rachel Hutchinson as Chair was made by Hilary Greenberg-Lemos and seconded by Jessica Erickson Whritenour. Nine voted in favor and one opposed. Ms. Hutchinson was confirmed as Chair.



- A motion to elect Ms. Whritenour as Vice-Chair was made by Ms. Hutchinson and seconded by Ms. Greenberg-Lemos. All present voted in favor, and Ms. Whritenour was confirmed as Vice Chair.
- Ms. Whritenour asked if the members are okay because she heard some concerning things about housing. Mr. Platt answered, that the County is working as quickly as they can to get the members in their respective housing, but the County is waiting on the Town of Barnstable Attorney's office.
- Ms. Hutchinson asked when Mr. Platt will be the official Program Coordinator. Mr. Platt stated it is a maximum six-month probationary period, but that can end at any time and the County Administrator will have the final say.

IV. AmeriCorps Staff Updates

Supervisor Updates

- Meredith Ballinger gave her updates, noting the following:
 - Members are making the best out of the Ranch House not being available/ready
 - Biggest adjustment is supervising two separate houses and not having one house feeling left out
 - Largest project to date is Shellfishing with the Town of Falmouth
- Alex Bates gave his updates, noting the following:
 - Members seem to be in good spirits
 - IPs have started, and everyone is getting into the routine
 - Need wood for the woodstove. Ryan Burch said he will check with Brewster DPW
 - Biggest project to date has been cutting and cleaning up Pitch Pine with Natural Resources Department in Eastham

Program Specialist Update

- Kayla Baier gave her updates, noting the following: Individual Placements are in full swing. We had a minor hiccup, as a member could not swim and was placed with a Shellfishing IP. Ms. Baier then noted that ACC will add a question to the IP process about their ability to swim.
 - New Placements include: Orleans Natural Resources and Mass Audubon
 - New IP site visits will be conducted in November
 - Member Evaluations will be sent out first week of January
- Signature Events
 - MLK Day is January 21st
 - Only one member in the office this year. She is leaning towards a Toiletry drive.
 - Ryan Burch suggested serving with Wellfleet/Truro surrounding Beach Safety



Program Coordinator Update

- Andrew Platt gave his update on the program, noting the following:
 - Dan departed, and I am the interim Program Coordinator
 - Ms. Baier is a three-month emergency hire as the Program Specialist
 - Looking to focus the program more on Disaster Preparedness and Response
 - ACC is still under RDO
- Disaster Response
 - Even though we are two members down, we are still capable of responding to disasters.
- Housing
 - The Bourne house has been split into two houses. The Ranch House, which is the old sheriffs house, and the Pocasset House, which is across the street from the Bourne House with the vision of six members in each
 - Unfortunately, the Ranch House lease has been held up allowing us to house six members there. This lease must be in place November 8th. Currently the two members that should be at the Ranch House are living in the Pocasset House. There is plenty of room for them to sleep, but only one shower.
 - Pocasset needed a new furnace and the gutters cleaned
 - Low water pressure in Ranch hall bathroom – working on get it fixed

Board Member Updates

V. Adjournment

Rachel Hutchinson adjourned the meeting at 10:07 AM and seconded by Lauren Mckean.

Minutes submitted by Kayla Baier

