
AmeriCorps Cape Cod Advisory Board Meeting Minutes

I. Call to order

Rachel Hutchinson called to order the meeting of the AmeriCorps Cape Cod Advisory Board at 9:09AM on Friday, September 6th, 2019 *at* the Commissioners Conference Room, Barnstable County Complex.

II. Attendance

Members Present:

Timothy Famulare, Rachel Hutchinson, John Ohman, Jessica Whritenour, Heather McElroy, Ronald Beaty, Michael Lach, Brian Sharpe, Nancy Church, and Steve McKenna

Members Absent:

Nina Coleman, Phillip Burt, Lauren McKean, Ryan Burch, Hilary Greenberg-Lemos

Staff Present:

Joanne Harrington: Program Coordinator

Kayla Baier: Program Specialist

Connor O'Brien: Pocasset House and The Ranch House Supervisor

Meredith Ballinger: On contract

III. Public Comment- NA

IV. Approval of Minutes

Mr .Famulare commented to amend the July 12th, 2019 meeting minutes to reflect he was present at the meeting, not absent. Mr. Ohman motioned to accept the amendment and was seconded by Brian Sharp.

V. General Business

1. Staff Introductions



- i. Ms. Baier welcomed Joanne Harrington as the new Program Coordinator and Connor O'Brien as the new Program Supervisor for the Pocasset and Ranch House. Ms. Baier noted that Phoebe Plank will be the new Program Supervisor for the Lehac house but could not be present at the meeting for health reasons. Meredith Ballinger is on contract to assist the Lehac house during member training until Phoebe returns.
 - ii. Ms. Harrington introduced herself, stating that she hoped to continue to build AmeriCorps Cape Cods Environmental connections in the community as the Former STEM coordinator for Nauset Middle School.
 - iii. Mr. O'Brien noted he is excited to be on staff, previously working with AmeriCorps Cape Cod on Natural resource management projects while he was the Brewster Natural Resource Department's intern last year.
2. Current member discussion
- i. Ms. Hutchinson asked if the Corps had been filled this year. Ms. Baier replied that we currently had 20 AmeriCorps members enrolled and is currently in the process of interviewing 2 more.
 - ii. Mr. Ohman asked how AmeriCorps members were placed in each house. Ms. Baier responded that we place each member according to their housing preferences and that it generally works out to align with each member preference.
3. Election of Chair and Vice Chair
- i. Ms. McElroy suggested Ms. Hutchinson to serve as Chair of the Board and Ms. Whritenour as the Vice Chair. Mr. Mckenna motioned the proposal and Mr. Ohman seconded the motion. The board unanimously voted yes.
 - ii. Ms. Baier proposed that board members commit to assigned terms to help encourage advisory board attendance. Mr. Beaty inquired if AmeriCorps Cape Cod has searched for Alternates to the board. Ms. Hutchinson suggested reaching out to people already at the county complex or in the town of Barnstable to be a board alternate due to ease of location. Ms. Baier will approach the suggestions and will send out an agenda for year 21 future board meetings.
4. Discussion of AmeriCorps Cape Cod Year 20 celebration
- i. The Advisory Board has not been receiving updates on the AmeriCorps Year 20 celebration.



- ii. Friday there will be a bonfire at Red River Beach. On Saturday there will be a coast sweep event and a dinner later that evening at Camp Hayward. On Sunday there will be a brunch at the Pocasset Community Center.

VI. AmeriCorps Staff Updates

1. Staff introductions addressed earlier
2. Kayla Baier: Specialist Update
 - i. Individual Placements:
 - (1) The program is currently under enrolled so Ms. Baier will be notifying Individual Placement Service partners that we will need to pull 3 placements this year.
 - (2) Mr. Famulare asked if Ms. Baier would like help paring down the Individual placements this year. Mr. Lach advised that AmeriCorps be aware of who assisted so there was no conflict of interest. Mr. Ohman, Mr. Famulare, Mr. Lach and Ms. McElroy expressed interested in being apart of the working group. Ms. Baier will follow-up with an individual email to each of them.
 - ii. Vehicles
 - (1) AmeriCorps is concerned Tick truck will not pass inspection. Ms. Baier said that the program will potentially have a new “used” truck within the month.
 - iii. Recruitment
 - (1) Mr. Beaty asked why the program was not fully enrolled. Ms. Baier replied that recruiting for AmeriCorps is down across the board nationwide and that many programs struggled to fill their Corps this year. Ms. Baier said we can continue to enroll members until October 1st and that this year we really stressed that competitive applicants demonstrated a strong service ethic. We did not accept every member that applied.
 - (2) Kayla informed the board that AmeriCorps Cape Cod recruits mainly through the “My AmeriCorps” portal, on service boards like Service Year and on social media. Ms. Baier and Ms. Harrington hope to open up recruitment sooner this year.
 - iv. Chainsaw Training
 - (1) Ms. Baier asked the board for assistance finding chainsaw training for our members. Ms. Whritenour suggested reaching out to DCR. Mr. Lach suggested reaching out to Rebacom- veterans that complete service and offer chainsaw training opportunities.



VII. Board Member Updates

- i. Mr. Beaty gave an update on the Upper Cape houses. He said that county is currently finishing up construction on a second shower at the Pocasset house and that they in are in the process of expanding the permit at the Ranch house to have 6 people instead of 4.

VIII. Upcoming Meetings

1. January 24th, 2020 – AmeriCorps Cape Cod Advisory Board Meeting

IX. Adjournment; Rachel Hutchinson motioned to adjourn at 9:50 am and Mr. Ohman seconded.

