

VOLUNTEER LOUISIANA COMMISSION
PROVISIONAL MINUTES
WEDNESDAY, DECEMBER 14, 2016
10:00 AM – 2:00 PM
STATE LIBRARY OF LOUISIANA
701 NORTH FOURTH STREET
BATON ROUGE, LA 70802

Commissioners Attending

Voting Members

Jenny Korner - Vice Chair
Leslie Hill (DOE)
Kristan Gordon (arrived after Roll Call)
Gene Grabbe - Treasurer
Carissa Graves
Karen Moss-Barnes – Secretary
Gwen Hilliard
Mitzi Hochheiser
Angela Jouett
Julie LaFleur
Patrick Lawler
Grant Shreiner
Ryan Haynie (arrived after Roll Call)
William Stoudt - Chair

Ex-Officio Members

Vickie Schenk

Commissioner Absent

Jeremy Babers
Dr. Jennifer Falls
Kathy Lenard
Laurie Manley
Ashley Mudd (resigned)

Staff Attending:

Judd Jeansonne
Jawonna Mason
Tammy Son
Stephanie Trahan
Nicholas Auck

Staff Absent:

None

CALL TO ORDER

The Chair, Mr. William Stoudt, called the meeting to order at 10:16 AM. The Roll was called and 14 voting Commissioners were present; a quorum was declared. Each Commissioner was asked to introduce themselves.

COMMISSIONER EDUCATION

Tasha Cooper, Director of Member Services – LANO (Louisiana Association of Nonprofit Organizations) gave an overview of the mission of LANO which is to be Louisiana’s “go-to” source for high quality information, tools, resources and member benefits that deepen the impact of Louisiana nonprofits. Ms. Cooper cited some of the resources and various trainings available to the nonprofit organizations (member/nonmember) through the LANO Institute of Nonprofit Excellence.

MINUTES

The Minutes were reviewed and no corrections were offered. Mr. Gene Grabbe moved to approve the minutes as presented with a second by Ms. Gwen Hilliard; motion passed unanimously.

TREASURER’S REPORT

Mr. Gene Grabbe presented the Treasurer’s Report. Mr. Gene Grabbe, Ms. Jawonna Mason, and Mr. Judd Jeansonne answered questions that were offered. Ms. Jenny Korner moved and Mrs. Carissa

Graves seconded a motion to accept the Treasurer's Report as presented; motion passed unanimously.

CHAIR'S REPORT

Mr. William Stoudt provided the Chair's report, which included the Executive Director's performance evaluation, budgets, flood response, site visits, upcoming audits, communications plan, funding sources, an annual report, and website updates. The Chair discussed upcoming events, mainly the National Day of Service, and the cancellation of the January meeting. The Chair discussed the completion of the mandatory Ethics Training for the Commissioners before the end of the year.

EXECUTIVE DIRECTOR'S REPORT

Mr. Jeansonne gave the ED Report which

- Announced the resignation of Commissioner Ashley Mudd
- Acknowledged the involvement of the Commissioners with a variety of activities with flood response and volunteerism as well as community activities
- The CNCS OIG upcoming audit start date is the week of January 9, 2017 and is currently doing site visits at this time
- The FBI audit of Criminal History Checks
- A review of progress on SEE West Monroe program issues discussed at the September meeting. SEE West Monroe has been resolved
- CIF Budget amendment for the potential hiring of 2 new staff: Public Information Officer (Full-time) for external communications and a WAE Employee in the spring (short-term 6months)
- Expansion of Staff Capacity - Explanation of the Monitoring and Compliance by AmeriCorps Program Officer, Ms. Tammy Son
 - Ms. Tammy Son gave an overview of Monitoring and Compliance Focus Area Assessments for the AmeriCorps programs
- Update the platform of the website
- The annual report in compliance with statute and by-laws for the December 31st deadline
- The need for an AmeriCorps – Disaster Response Team (A-DRT) program in Louisiana as well as programs that are not represented in the current portfolio (environmental, disaster and military); the possibility of Louisiana State Parks and the Texas Conservation Corps inclusion with (A-DRT)

The Commission then recessed for lunch at 11:50 AM and was called back into session at 12:20 PM by the Chair.

COMMISSION COMMITTEES

Ms. Kristan Gordon gave an overview of the Volunteerism & Disaster Services Committee; Ms. Mitzi Hochheiser gave an overview of the Governance/Executive Committee.

ACTION ITEMS

An overview and discussion of proposed bylaw amendments by commissioners was given. Ms. Carissa Graves moved and Mr. Ryan Haynie seconded a motion to approve all the bylaw changes as discussed at the current meeting with the grammatical changes that Mr. Grant Shreiner recommended with the exception of Article 9 Section 1 in regards to the Executive Director; motion passed unanimously.

AMERICORPS COMMITTEE REPORT

Ms. Stephanie Trahan gave an overview of the different applicants for grants, timelines, & reviews.

ACTION ITEMS

An overview and discussion of funding recommendation applications for the Competitive Grant Portfolio was given.

The timeline for the submission process including technical assistance, clarification, and reviews of the competitive grant applications was discussed. Mrs. Karen Moss-Barnes moved and Ms. Jenny Korner seconded a motion to approve the AmeriCorps Committee recommendations for sending to Competitive; motion passed unanimously.

AmeriCorps Committee

Carissa Graves
Mitzi Hochheiser
Grant Schreiner
Julie LaFleur
Jenny Korner
Karen Moss-Barnes

Governance Committee

Patrick Lawler
Mitzi Hochheiser
Ryan Haynie
Gene Grabbe
Kristan Gordon
William Stoudt

Volunteerism & Disaster Services Committee

Angela Jouett
Kristan Gordon
Vickie Schenk
Laurie Manley
Jeremy Babers
Kathy Lenard
Dr. Jennifer Falls
Gwen Hilliard

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

With no further business to discuss, a motion was made by Mrs. Carissa Graves and seconded by Ms. Leslie Hill that the meeting be adjourned. Motion passed. The meeting ended at 1:40 PM.