

Ohio Community Service Council

Council Meeting Minutes

January 15, 2009

Members Present

Susan Rogers
Margaret Wildi
Jay Smith
Jeff King
Bob Garbo
Rev. Willie Peterson
Richard Kinsley
Chelsea Merriman
Tina Dunphy
Owen Wrassman
Chuck White
Greg Landsman
Clifford Smith

Members Absent

Pakkiri Rajagopal (Raj)
Alan Penn
Charlotte Jones-Ward
Maureen Drummond
Diane Daniels
Juliet Thomas

Staff Present

Kitty Burcsu, John Poole, Frank Underwood, Mark Holtzapple, and Shirley Genton. Walter McNamara, Assistant Attorney General.

I. Call to Order

Susan Rogers called the meeting to order at 11:05 a.m. Susan introduced Greg Landsman, Director, Governor's Office of Faith-Based and Community Initiatives, and serving as an Ex-Officio member of the Council.

Note of appreciation read by Susan Rogers, acknowledging the peace plant recently sent from the Council to Ron Miller and Kitty Burcsu, after the death of Ron Miller's mother.

II. Approval of Minutes of November 20 Council Meeting

Motion: Owen Wrassman moved to approve the minutes of the November 20, 2008 Council meeting. Dick Kinsley seconded. **Motion Approved.**

III. Financial Report – Reported by Mark Holtzapple

Mark distributed the Operating Budget Report stating with staff salaries and benefits added together we are at 58 percent for the year. The State allotment

was \$184,000 for next year, however with the cuts we will now receive \$155,000. This budget does not reflect any pass through dollars. (Reference handout.)

Motion: Richard Kinsley moved to approve the Financial Report. Margaret Wildi seconded. **Motion Approved.**

IV. Executive Director's Report – Reported by Kitty Burcsu Strategic Plan – Objectives

Kitty stated in November the goals of the strategic plan were approved. The next step was a meeting with Senior staff and available Council members on December 17 to formulate the objectives. To date it is a work in progress. On February 4th Debbie Crawford will meet with staff to talk about strategies to achieve those objectives.

Two questions surfaced in the meeting:

- What is an engaged Council member?
- What is cohesiveness among Council members and staff?

Jeff King facilitated a brief discussion on criteria and characteristics for an engaged Council. How engagement is measured.

Jeff said the list would be consolidated and shared at the next meeting.

V. Executive Directors Report - Reported by Kitty Burcsu

- The Corporation sent letters to every Governor at the end of the year to reemphasize the role of state commissions and what AmeriCorps members and resources mean to every state. (Reference hand out.)
- Called members attention to the Article in Newsweek – Call to Service and the updated Council roster
- Additional names for appointments to the Council are being taken
- Council members' who's term limits have been fulfilled will be contacted to see if they want to stay for another term
- Financial disclosure forms are due by April 15, 2009
- Ethics education sessions are mandatory for every Council member every 2 years. Greg Landsman suggested the Governor's office may be able to include us in their ethics training sessions.

VI. Committee Reports

AmeriCorps – Reported by Margaret Wildi

- 2009 AmeriCorps Competitive submission – 14 applications were submitted
- Implemented a revision period in the application process
- The amount requested to the Corporation was 4 million dollars

- 2009 AmeriCorps time line – listed on website with information session in March and the application deadline of April 24
- Discussed AmeriCorps sub-grantee funding policy review
- ONCORE – The AmeriCorps reporting system will be replacing the WBRs system
- Preliminary Inclusion information for 2007-2008 will be shared at Forging New Links
- Justice talking update – expanding in 2010

Disaster Preparedness & Response – Reported by Jay Smith

- Positive feed back from the Ohio State Highway Patrol on background checks – no funding mechanism is in place at this time but it is possible for law enforcement to do query warrant checks for medical and non-medical personnel at no cost. A formal request must be submitted to the Highway Patrol to become a partner along with the EMA, OCSC, and ODH.

Note: Walter McNamara stated that an agreement with the highway patrol may not be difficult, but then getting them to commit a cruiser and personnel to any locally declared emergency might be a problem.

- Priorities of Citizen Corps Council were reviewed

Education, Outreach & Promotion – Reported by Jeff King/John Poole/ Frank Underwood

- John Poole reported the Governor signed the bill for the license plate and it will be available at all DMV's in April.
Frank Underwood reported the Star Awards was created by OCSC to recognize individuals and organizations that have had an impact on National Service across the state. Deadline for Nominations is February 6, 2009. The award luncheon will be held on March 31, 2009 at Forging New Links at the Renaissance Hotel. (Reference handout.)

VII. Unfinished Business

ED Search Process – Reported by Jeff King

The search committee met January 20, to look at the timetable for hiring a new Executive Director. Applications were listed on Monster.com with a deadline of February 25, 2009. The search committee will review the application pool to narrow down the search to 10-15 candidates and begin interviews. (Reference handout.) The final 3-5 candidates will be invited to interview with the Council and with staff.

Kitty will stay until the end of June and the new Executive Director will start in July, 2009.

Motion: Jeff King moved to approve the process timetable from the search committee. Chuck White seconded. **Motion Approved.**

Change in Fiscal Agents – Reported by Kitty Burcsu

- Kitty stated the change in fiscal agent is still a work in process. We are in conversation with Central Services.
- Kitty asked Council members to think about a candidate pool for Council vacancies.

IX. New Business – No new business to discuss

X. Announcements – None

Motion: Margaret Wildi moved to adjourn. Owen Wrassman seconded.
Meeting adjourned at 1:45 p.m.

Submitted by Shirley Ann Genton.