

---

# *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 9:08AM on Friday, January 25<sup>th</sup>, 2019 *at* the Innovation Room, Barnstable County Complex.

## **II. Attendance**

### Members Present:

Hilary Greenberg-Lemos, Timothy Famulare, Rachel Hutchinson, John Ohman, Jessica Whritenour, Heather McElroy, Ronald Beaty, and Steve McKenna

### Members Absent:

Brian Sharpe, Nina Coleman, Michael Lach, Phillip Burt, Nancy Church, Lauren McKean, Ryan Burch

### 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. Public Comment- NA**

## **IV. Approval of Minutes**

Meeting of October 26, 2018 approved by Jessica Erickson Whritenour and seconded by Ron Beaty

## **V. General Business**

### 1. AmeriCorps Cape Cod Year 20 Celebration

- i. Andrew Platt addressed the board to spearhead the Year 20 celebration. Heather McElroy suggested putting together an informal group to help facilitate. Mr. Platt



concluded that a small group will be formed outside of the program and include Advisory Board members who are interested.

## 2. Year 21 Individual Placement Request for Proposal Scoring

- i. Jessica suggested adding a question to the end of the year member evaluations that compare the original proposal deliverables to completed deliverables. Steve followed up to Ms. Whritenour about making sure the service partner and the member have an end of year review with strictly the proposal.
- ii. John Ohman mentioned to make sure the supervisor is committed and not place too much value on if they are Federal, Town, or Nonprofit organization. Ms. Hutchinson mentioned that having one day a week placement is challenging because there isn't enough time for the member to get things completed. Kayla Baier responded with it is also a challenge for members to retain volunteers with only day a week. Ms. Baier concluded that an end of the year assessment of the placement will be factored into the IP selection as well as increasing questions during IP Site Visits.

## VI. AmeriCorps Staff Updates

### Supervisor Updates

- Meredith Ballinger gave her updates, noting the following:
  - Poison Ivy Outbreak
  - Ms. McElroy asked: Did anyone provide a clear answer on adding more people at the Sheriffs House? Mr. Platt answered, Jack has been working directly with the Mark Ells and trying to work through the legality of the lease.
  - In WetFest season, so not as many projects to report on.
- Alex Bates gave his updates, noting the following:
  - Members had a good, much needed break over the holidays.
  - Le hac had a large project at Sandy Meadows, clearing the Pitch Pines to help restore the heathland.

### Program Specialist Update

- Kayla Baier gave her updates, noting the following:
  - IP proposal dates are still pending.
  - IP evaluations are due at the end of this month. Our annual IP site visits will start next month.

### Program Coordinator Update

- Andrew Platt gave his update on the program, noting the following:



- Mr. Platt mentioned a member, Patrick Murphy, left due to financial reasons. The program is fully funded, but the government shutdown did affect two members. These members have been serving at other IPs. Ms. McElroy asked about food stamps and Mr. Platt responded that we have brainstormed other alternatives incase the shutdown goes through Mid-February. Ms. Hutchinson said that service partners are always willing to help. Ron Beaty mentioned the food pantry drive by the county.
- Th grant continuation has been submitted. An internal evaluation will be conducted towards in the end of the program year.
- Ron Beaty asked about recruitment and Mr. Platt responded with at the end of March. Mr. Mckenna suggested reaching out to Cape Cod Tech.

#### Board Member Updates

Ms. McElroy mentioned how useful AmeriCorps has been helping prep where the handicap boardwalk will be built.

#### VII. Upcoming Meetings

1. April 26, 2019 – AmeriCorps Cape Cod Advisory Board Meeting (tentative)
2. July 12, 2019 – AmeriCorps Cape Cod Advisory Board Meeting (tentative)

**VIII. Adjournment;** Rachel Hutchinson motioned to adjourn at 10:20 am and Mr. Ohman seconded

