

# Minutes

**Serve Idaho March Executive Commission Meeting Location:**

**Idaho Department of Labor – 317 W Main Street, Boise, ID 83735 (3 West Conference Room)**

**Join the Microsoft Teams Meeting at the following link: [Join the meeting now](#)**

**Date:** March 27, 2025

**Time:** 2 PM – 3 PM (MT)

**Roll Call:** Char Kremer, Julia Hopper, April Durrant, Farhana Hibbert, Kimber Russell, Kristi Keeler, Karma Fitzgerald, Dylan Davids

**Additional Attendees:**

Emily Straubhar

| Agenda Item                | Presenter  | Discussion   |
|----------------------------|--|--|
| Call to Order              | Char Kremer, Chair                               | <i>Meeting called to order at 2:00 pm.</i>   |
| Roll Call                  | Farhana Hibbert                                  |  |
| Welcome & Opening Question | Char Kremer, Chair                               |  |
| EC Meeting Agenda          | Char Kremer, Chair                               | Call for any revisions to the March 27, 2025, Executive Committee meeting agenda.<br><br><i>Agenda is approved.</i>  |
| Meeting Minutes            | Char Kremer, Chair                               | Call for any revisions to the January 6, 2025, meeting minutes.<br><br><i>Meeting minutes approved.</i>  |
| Commission Meeting Agenda  | Char Kremer, Chair                               | Call for any revisions to the April 17, 2025, Commission meeting agenda.<br><br><i>Agenda is approved.</i>   |
| State Service Plan         | Emily Straubhar, Serve Idaho/ Char Kremer, Chair | <ul style="list-style-type: none"> <li>Review and discuss State Service Plan Activities and Planning<br/><i>Serve Idaho contracted with ASC to do the state service plan. The outreach and facilitation will resume from efforts in April 2024. Commissioners can help Serve Idaho staff by participating in focus groups and sharing the electronic survey with their networks.</i></li> <li>Committee Chair Expectations for Strategic Planning Session<br/><i>Char discussed expectations for the committee chairs. Committee chairs are encouraged to join the ad hoc state service</i></li> </ul> |

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|---------|---------------------------------|--|
|         |                                 | <i>plan committee. After the plan is finalized, each committee will be responsible for certain sections of the plan.</i>   |
| Updates | Commission/<br>Committee Chairs | <ul style="list-style-type: none"> <li>• Program – Kimber is serving as the interim committee chair. The program committee will be instrumental in supporting Serve Idaho staff in the coming weeks when formula funding will be allocated. There will also be significant funding cuts to programs that will require the help and guidance from the program committee. GARP met on March 25 to review program year 25-26 applications, and clarifications were sent to the subapplicants. Commission formula clarification meeting will take place on April 17.</li> <li>• Governance – 4 commissioners are up for reappointment. The applications were reviewed and approved by the committee. Emily will work with the governor's office to complete the reappointment. The committee is working on reviewing the commissioner's policy manual and SOP.</li> <li>• Member Support – Working on SOP and outreach efforts to other commissions to learn about their member support assistance program.</li> <li>• Executive Director – Emily is going on maternity leave beginning mid to late April. The Serve Idaho team has tasks they will be working on while Emily is on leave. Emily reviewed the Executive Order compliance. Serve Idaho requested that each program amend its grant narrative to align with the EOs. Emily noted that the budget cuts will reduce the AmeriCorps positions funded for the 25-26 program year due to increases in the minimum living allowance as well as the expiration of ARP funds. Emily reviewed state FY26 personnel and the program year 24 – 25 funding.</li> </ul> |
| Adjourn | Char Kremer, Chair              |  |

Meeting minutes approved on August 4, 2025.