

Serve Idaho Program Committee Meeting
December 19, 2023
3:00 pm – 4:00 pm (MT)

In attendance: April Durrant (Chair), ~~Mat Erpelding~~ (April Durrant is serving as Mat Erpelding's Proxy), ~~Rebecca Wood, Amanda Gardner, Susan Potucek, Char Kremer, Chelsea Weeks, Eric Anderson, Mike Wilkinson,~~ Destinie Hart, Renee Bade, Heather Uhi, Kim Empey

Meeting called to order at 3:06 pm by April Durrant.

Motion to Approve the November 1, 2023, Meeting Minutes

- Motion: Charlette Kremer
- Second: Chelsea Weeks
- Motion Carries

Update & Finalize Program Committee SOP

- **Under "grant review" section:**
 - o Bullet point 1: Participate in the grant review training specific to each grant funding opportunity. Update to be every other year.
 - o Bullet point 6: Add verbiage "or appoint a proxy".

Formula Application & Timeline Updates

- Formula process is being finalized to be released in January 2024.
- Grants Officer Kim Empey shared DRAFT of timeline for the committee's review.
- Recommendation to run the planning grant competition at the same time as the formula operational grant.

Motion to allow staff to serve as sole reviewers for competitive and formula continuation applications.

- Motion: Charlette Kremer
- Second: Destinie Hart
- Motion Carries

VISTA Proposal

Serve Idaho has been approached to absorb Recovery Idaho's 2 remaining VISTA members and United Way of North Idaho's 3 remaining VISTA members into our existing program.

Motion to authorize Serve Idaho staff to approach AmeriCorps the agency about absorbing the additional two Idaho AmeriCorps VISTA programs contingent on funding.

- Motion: Charlette Kremer

- Second: Chelsea Weeks
- Motion Carries

Motion to Adjourn made by Charlette Kremer.

Meeting adjourned at 3:31 pm.

Minutes submitted by Renee Bade.

Minutes approved February 22, 2024.