

# Program Committee Meeting Minutes

September 16, 2025  
11:00 AM - 12 PM MST

## Attendance

Micaela de Loyola-Carkin  
Chelsea Weeks  
Kristi Keeler  
Angela Lamb  
Kelsey Nelson - Proxy for April Durrant

## June Meeting Minutes Approval

Quorum was not met - no vote was held for the June Meeting minutes

## Program and Commission Updates

- Current programs in portfolio:
  - Gem State Public Health - ISU
  - Idaho Health Corps - ISU
  - Palouse-Clearwater Environmental Institute (PCEI)
  - Student Conservation Association
  - University of Idaho 4H STEM
  
- Still working on establishing a main point of contact for the federal Americorps Agency
- Program Director Quarterly Meeting (October 15, 2025)
  - Stoltz Marketing will do a storytelling session to help program directors tell the story of Americorps
    - Speaking with confidence around updates
  - Office of Inspector General Representative
- Serve Idaho Commission meeting (October 16, 2025)
  - Program Directors will also be in attendance for the Commissioner meeting to have a dialogue with commissioners and to build relationships.
    - Program Directors would like clarity on what commissioners would like to hear - if you have any insights, share with Angela Lamb by October 15, 2025
- To prepare for any future auditing, the Serve Idaho staff are actively communicating with program directors to review policies and procedures. Any findings will be communicated to commissioners in future program committee meetings.
- Micaela de Loyola-Carkin and Angela Lamb will be doing a site visit to Gem State Public Health and Idaho Health Corps
  - Commissioners will be invited to future site visits.

## Upcoming Requests/Grant Reviews

- All commission committees will be updating SOPs and policies/procedures by end of 2025
  - The Program Committee will review at the November committee meeting
- VISTA Host-Site Reviews
  - The committee will be meeting to conduct a review, depending on the availability of information. Serve Idaho staff will follow up.
- Competitive application process
  - There has been no indication that we will receive a notice of federal funding from ASN in September, which will impact the grant review timeline. Serve Idaho staff will reach out to the committee with updates

## Adjourn

Kristi Keeler moved to adjourn the meeting; Kelsey Nelson seconded.

*Meeting adjourned at 11:44 AM*