

# Minutes

## Serve Idaho Executive Commission Meeting

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

Join the Microsoft Teams Meeting by clicking [here](#).

**Date:** Wednesday, April 8, 2026

**Time:** 1:00 PM – 2:00 PM (MT)

### Roll Call:

- Kimber Russell
- Katie Mathias
- Kelsey Nelson
- Kristi Keeler
- Becky Martin
- Ceara “Cara” Leicester
- Natalie Hui
- Dylan Davids
- ~~Jani Revier~~

### Serve Idaho Staff:

- Emily Straubhar

Agenda Item	Presenter	Discussion	Next Steps/ Action
Call To Order	Kimber Russell	Meeting called to order at 1:00 p.m.	
Roll Call	Kristi Keeler	Completed by Kristi	
EC Meeting Agenda	Kimber Russell	Call for any revisions to the April 8, 2026, Executive Committee meeting agenda -Katie moved. Kelsey seconded. Motion carries.	Motion to Approve Agenda
Meeting Minutes	Kimber Russell	Call for any revisions to the January 9, 2026, meeting minutes – Kristi moved to approve. Natalie seconded. Motion carries. It was noted that Emily was listed as having seconded a motion. She cannot, as she is Serve Idaho Staff. This was due to no other EC commissioners having been in attendance at that meeting. Motion	Motion to Approve Minutes



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		to table this until the next executive meeting by Katie. Ciera seconded. Motion approved. It will be added to next EC agenda.	
Meeting Agenda	Kimber Russell	Call for any revisions to the May 1, 2026, meeting agenda. Katie suggested moving shout-outs to earlier on the agenda due to time constraints. Kelsey moved to approve. Katie seconded. Motion carries.	Motion to Approve Agenda
Review State Service Plan Committee Duties	Kimber Russell	Committee or more than one committee or person attached to each goal on state service plan. Google Sheets cannot be used for Dashboard. Continue using Excel Dashboard. Serve Idaho is in charge of updating. Each goal and output was reviewed and assigned. Would like to see more uniformity on progress being made on goals and deliverables.	
Updates	Committee Chairs/ Serve Idaho	<ul style="list-style-type: none"> <li>- Chair</li> <li>- Program</li> <li>- Governance</li> <li>- Member Support</li> <li>- Executive Director</li> </ul>	<p>Kimber- has met with committee's chairs to discuss state service plan. She will continue to support and strengthen leadership.</p> <p>Kelsey- Program committee has been competitive and formula funding grants. One member of committee has not attended any meetings yet. Kelsey will reach out again.</p> <p>Becky- Governance committee filled second vice-chair position. 55 &amp;</p>



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			<p>older vacancy discussed. Reviewed state service plan.</p> <p>Ciera- Member support Dashboard was reviewed. Some clarifications are needed. Will meet with Emily for support. Plan by end of June 2026. Meeting the 1<sup>st</sup> Wednesday of every month.</p> <p>Emily - Might need to add competitive funding update to commission meeting if available. Need to fill commissioner vacancies from a national service program and 55+ to fulfill the executive order. Serve Idaho is in middle of monitoring programs. Language change - AmeriCorps service members needs to shift to volunteers. Fixed drawdowns SCA twice/year. 50% of fixed amount we are subgranting to them. They can then request another drawdown. Intent is to actively enroll and retain volunteers. Still waiting on clarity on formula sub-applications in eGrants. Serve Idaho staff reclassification in works.</p>
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Adjourn	All		Katie moved to adjourn. Kelsey seconded. Meeting adjourned at 2:02 p.m.
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