

**Serve Idaho Commission Meeting Minutes**  
**January 19, 2023**  
**9:00 AM – 4:00 PM (MT)**  
**University of Idaho Water Center – Legacy Pointe Conference Room**  
**322 E. Front St., Boise, ID 83702**

Meeting called to order at 9:07 am.

In attendance:

- ~~— Alina Rahim~~
- Amanda Gardner
- ~~— Amy Little~~
- April Durrant
- Bill Langer
- Charlette Kremer
- Donald Lovejoy (virtual)
- Farhana Hibbert
- Jordan Woods (virtual)
- Karma Fitzgerald
- Katie Mathias
- Kevin Bailey
- Kimber Russell
- Kristi Keeler (virtual)
- Kristyn Carr (virtual)
- Mat Erpelding
- Rebecca Wood (virtual)
- ~~— Susan Potucek~~
- Guest: Jason Hudson, AFL-CIO
- Guest: Caleb Hibbert
- Staff: Danilo Cabrera
- Staff: Kim Empey
- Staff: Heather Uhi
- Staff: Micaela de Loyola-Carkin
- Staff: Penelope Larsen
- Staff: Renee Bade

Motion to review and approve January 19, 2023 commission meeting agenda agenda:

- Motion: Farhana Hibbert
- Second: April Durrant
- Approved by a unanimous vote.

Motion to review and approve previous meeting minutes from October 12, 2022:

- Motion: Char Kremer
- Second: Karma Fitzgerald

- Approved by a unanimous vote.

#### Introductions & Opening Question

AmeriCorps member moment provided by Destinie Hart.

Committee breakouts.

AmeriCorps presentation provided by Kim Empey.

- Kim Empey presented “AmeriCorps State 101”
- Presentation is available in Base Camp for commissioners to utilize in outreach efforts
- Idaho’s full reports can be found at <https://americorps.gov/national-service-report/id>

Lunch volunteer activity facilitated by Amanda Gardner.

#### Committee Report Out:

- Program Committee
  - o Review of updates to program committee’s Standard Operating Procedures
    - Motion to review and approve the Program Committee Standard Operating Procedure Updates:
      - Motion: Char Kremer
      - Second: Bill Langer
      - Approved by a unanimous vote.

#### Committee Report Out:

- Outreach
  - o Outlined main goals for 2023 from the Operational Dashboard

#### Committee Report Out:

- Governance
  - o Reviewing by-laws and policy manual
  - o New commissioner application tracking
  - o Review of updates to Operational Dashboard

#### Idaho Department of Labor report out:

- Kristyn Carr shared an update on the Governor’s 1/18/2023 memorandum regarding executive branch protocols for 2023 legislative session

#### AmeriCorps report out:

- New portfolio manager
- Budget planning
- Recent NOFOs announced
  - o AmeriCorps Seniors NOFO (Feb 1) to support workforce development demonstration program
  - o Native Nations NOFO (April 5) to support tribal nations

#### Serve Idaho report out:

- Utilizing commissioner circles of influence; for example, presentations with ISBA and Idaho Association of Counties

- Serve Idaho staff member Micaela de Loyola-Carkin has been working on member recruitment, which includes finding members as well as host sites
- Commissioners stepping off the commission: Dirk Marsden, Bill Langer, and Jordan Woods
- Serve Idaho staff member Penelope will be taking on VISTA applications
  - o Focus of Vista grant is addressing poverty and providing economic opportunity

2022 Plus/Delta Exercise facilitated by Kimber Russell.

Circle of Influence activity facilitated by Kimber Russell.

2023 Year in Review presentation facilitated by Renee Bade.

A motion to conclude meeting made by: Katie Mathias

- Motion seconded by: Farhana Hibbert
- Approved by a unanimous vote.

Meeting dismissed by Chair Kimber Russell at 3pm

Minutes respectfully submitted by Katie Mathias.

Minutes approved by the full commission on April 13, 2023.