

Volunteer Tennessee
Commission Meeting Minutes

Franklin Marriott Cool Springs, Williamson Room, 700 Cool Springs Blvd., Franklin, 37067
Monday, February 17, 2025, 9:15am-11:15am

Members in Attendance (in person underlined)

Chairing: Terry Silver*, Destiny Brown*, Kim Carpenter Drake*, Stephanie Davis*, Nathan Farnor*, Amy Gilliland*, Katie Goforth*, Rebecca Henderson* (joined at 10:38 a.m.), Andrea Hill*, Adam Jarvis (TDFA), Greg Lyles*, Lee Moten*, Patricia Powell*, Nancy Schelin (TDEC), Jason Scott*, Tracy Van de Vate*, Amy Walter*, Betty White*, Eileen Wollam*, Evon Wood*, Jessica Youngblom (TDMHSAS)

Members not in Attendance: George Bove*, Suzanne Carr (TDHS), LaShan Dixon (TDH), Terry Frank*, D'Shonta Gleeton (TDCS), Holly Jones*, Aimee LaGrone (TDOE), Caroline Ledlie (AmeriCorps), Heidi Leming (TBR), Lissette Lopez*, Karen Regan (TDM), Nester Reyes (TDLWD), VACANT (TDSHS) (UT)

Staff: Anthony Bennett, Hope Alexander, Neelam Gupta, Lizzy Lemieux, Jim Snell, Don Sowers

Quorum Count: 18 (15 in person) of 23 appointed (12 is quorum). (*) indicates voting member.

Call to Order

- Meeting called to order at 9:17 a.m. CST.
- Welcome
 - Terry Silver called the meeting to order and thanked everyone for being so helpful during the transition of becoming the chair and gave a shout-out to staff and Amy Walter for all their help.
 - Terry requested a round of introductions from all the members that were present.
- Friends of Volunteer Update – Eileen Wollam
 - Eileen Wollam provided an update for Friends of Volunteer
 - License Plate Project: 116 license plates spoken for, need a 1,000 by the end of June. Can apply for an extension but that option has not been explored yet.
 - There are 11 commission members who have contributed to Volunteer TN through Friends; there was a matching challenge in 2024. Encouraged every commission member to give. The money that is donated can be earmarked for the Conference, Governor's Volunteer Stars Awards, Certified Volunteer Administrator (CVA) Scholarship, Emergency Assistance, etc.
 - CVA Scholarship – 1 awarded thus far.
 - AmeriCorps Member Emergency Assistance Program – in the middle of a pilot with America Service Commission, have given financial assistance to five (5) AmeriCorps members.
 - The Friends board has lost one member and maybe losing another. If interested in joining the board reach out to Eileen.

Director's Report – Jim Snell

- Jim reference the Federal Executive Orders and Federal Funding Pause. Noted that there was a review of all AmeriCorps federal and state sub-grantee applications for language that could conflict with the Executive Orders.
 - After review of all Federal Awards and State Sub-grantees there is flagged language that will need to be edited/removed for the Volunteer Generation Fund and all AmeriCorps State Sub-grantees.
 - There was also review of all programs activities and none are currently in violation of the Federal Executive Orders.
 - Deadline to complete updates was Wednesday 2/19/2025 but an extension through Friday 2/21/2025 was granted.
 - There will be federal amendments to the grants and contract amendments for the state-subgrantees.
 - There was discussion on how some of these changes may affect current programs and scoring of new programs. Guidance has been provided by Jim to current grantees, based on guidance he has been provided and information will be provided for any new applications or those with interest in applying.
- Jim noted that site visits for Volunteer TN funded programs are approaching. There will be a request of Commission members to volunteer to complete those.
- Jim let the Commission know that applications for Volunteer Center in Youth Civic Engagement Grants/Volunteer Generation Fund are due March 3rd and they need grant reviewers/scorers. There will be a week turnaround to review and score applications. A scoring rubric is provided, and training can be provided if needed.

Quorum Check and Statement of Necessity

- Fifteen voting members were present in person, and three were present by electronic means. In-person quorum was reached.

Commission Business

- Approve Minutes from 10-18-2024 & 11/13/2024 –
 - 10/18/2024: No corrections or additions were made. Motion to approve by Kim Carpenter Drake; Jason Scott second; Voice vote conducted, and the motion passed unanimously.
 - 11/13/2024: No corrections or additions were made. Motion to approve by Greg Lyles; Betty White second; Voice vote conducted, and the motion passed unanimously.
- Memorandum of Understanding Ad Hoc Committee – Terry Silver
 - Terry provided a brief overview of the documents being worked on; Purpose of MOU was worked on with Adam and Terry after extensive discussion during the ad hoc meeting. Destiny asked what the MOU was for, and clarification was provided, it will create more clarification on the relationship between F&A and the Volunteer Tennessee Commission as defined in the EO. It was also clarified that the EO takes precedence of the MOU.
- Propose Changes to VT Executive Order (VOTE)
 - Jim provided an overview of the VT Executive Order Updates.
 - Comments or Questions on Executive Order. Destiny asked if we are voting as is;

- There was discussion on the need to approve the EO with changes even though it would be used later given the Governor's Office has noted they would not be moving forward with any EOs at this time. There was agreement among many of the Commission members on waiting to approve and if needed a special meeting could always be called to revisit if the administration changed their mind on running EOs.
- Kim Carpenter Drake made a motion to table the vote on the EO changes; Amy Walter second; Voice vote conducted, and the motion passed unanimously.
- Commissioner Structure Options – Terry Silver & Jim Snell
 - Jim provided history on the Commission Structure Document and laid out that there are three options:
 - Leave Commission structure as is under the current executive order.
 - Pursue changes to executive order when the administration is ready.
 - Seek state statute for the commission (like the Tennessee Commission on Children and Youth).
 - Terry also noted that there are other parts of the document that should be looked at such as the current committees and their structure.
 - A discussion was held among the Commission members regarding what the conversation around the structure shift and other items related to the structure shift such as items to discuss at the Day on the Hill and making Volunteer TN more visible.
 - A few highlights from the discussion:
 - There is the possibility of using the three-year plan to highlight some of the things that would hope to be accomplished with a structure shift, such as visibility of Volunteer TN.
 - There is agreement that there does not need to be discussions around the structure change at this year's Day on the Hill but if there is more movement on this the board members can reach out to legislatures and then have that conversation.
 - It would be helpful to gather pros and cons of each option and have F&A and Jim provide answers to those prior to more conversation around a structure shift occurring.
 - It would be helpful for members to provide a list of questions to Jim if there are outstanding questions that can help with the pros and cons list.
 - It would be good for each committee to look at the committee list and structure and discuss if it still fits within their mission.
- 2026-28 State Service Plan Discussion
 - Jim went over the State Service Plan timeline.
 - Each committee provided feedback on priorities but there is still work to be completed regarding interventions, activities, and outcomes. There will also be various public listening sessions that will include in-person and virtual sessions.
 - Destiny mentioned ensuring we are looking at the mission of Volunteer TN and aligning our three-year plan.
 - A few items that were mentioned to add, think through, and would be helpful for planning the new three-year plan:

- Partnering with the Governor's Office of Faith-Based and Community Initiatives to help with gap analysis.
- Utilizing State Priorities, such as disaster relief, for more visibility.
- Adding aging adults to the list of those we are targeting and really embedding the expansion of volunteer opportunities in all the priorities that are identified.
- Providing support to programs to increase their capacity and experience of volunteers and volunteer experience.
- Information related to what the current plan, what metrics were met and not met, etc.
- After much discussion, Kim Carpenter Drake offered to meet with all committee chairs to lend her expertise related to strategic planning and ensuring each committee is working within the same structure.
- The timeline will include more planning from committees through April and public comment will happen later when a draft is formed of the three-year plan.
- Other Comments
 - Hope thanked everyone for the GVSA yesterday.
 - Eileen made a plug for the grants and needing more members, if anyone is interested in switching committees, please let Jim know.

Public Comment

- 11:38 a.m. called for Public Comments.
- Jim indicated that no requests were submitted to him two days prior to the meeting and no one from the public was attending the meeting in person or online.

Wrap-Up

- 11:39 a.m. asked if there were any further questions.
 - Jason appreciates the creativity and the offer of further assistance from committee members.
 - Terry also noted she appreciates the discussion.
- Day on the Hill, Wednesday March 19th
- Next meeting is May 2, 2025.
- In person attendees – Jim reminded everyone about the travel forms and how to complete them.
- Jim reminded everyone about the meeting satisfaction survey
- Call to adjourn

Adjourn

- Motion to Adjourn: Motion by Amy Walter, second Betty White
- Meeting adjourned at 11:42 a.m. CST

Approved: Terry Silver Date: 05-02-25 Secretary

Meeting minutes prepared by Jessica Youngblom