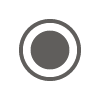
**Volunteer TN Executive Committee meeting 3-21-25-20250321\_083417-Meeting Recording**

March 21, 2025, 1:34PM

1h 1m 12s

 **Jim Snell** started transcription

 **Jim Snell** 0:03  
OK.  
I believe it.

 **Terry Silver** 0:05  
Ready.

 **Jim Snell** 0:06  
Yeah, I believe it's.

 **Terry Silver** 0:07  
OK.

 **Jim Snell** 0:07  
I believe it's going, yeah.

 **Terry Silver** 0:09  
OK.  
All right. I'm gonna call this meeting to order.  
I want to welcome everyone to the Volunteer Tennessee Executive Committee meeting today.  
We are going to be reviewing and voting on our executive committee minutes budgets for the Commission support grant and Commission Investment Fund and the Volunteer Center Youth Civic Engagement grant funding.  
Lastly, we're going to have time for public comment.  
And again, I just want to state when we finish the information from the agenda item, if you will raise your hand either by the screen or use the team's app to mode, you will call on you, allow you to make your comment or ask your question and.  
Then we'll move forward with the vote.  
That'll just help us use our time efficiently today.  
So, Jim, would you please take the minutes for us?

 **Jim Snell** 1:01  
Yes. Yeah.

 **Terry Silver** 1:02  
OK.  
So our first order of business is to confirm a Korean. There are currently 7 voting members of the executive committee.  
So we'll need 4 voting members for a quorum.  
Jim, will you please perform roll call?

 **Jim Snell** 1:16  
Sure. OK.  
Destiny brown.  
Nathan farner.  
Greg Lyles.

 **Greg Lyles** 1:26  
Here.

 **Jim Snell** 1:28  
Terry silver.

 **Terry Silver** 1:29  
Present.

 **Jim Snell** 1:31  
Eddie white.

 **Betty White** 1:33  
Here.

 **Jim Snell** 1:34  
Eileen Wallen.

 **Eileen Wollam** 1:35  
President.

 **Jim Snell** 1:37  
Yvonne wood.

 **Evon Wood** 1:38  
Here.

 **Jim Snell** 1:40  
Jessica youngblum.  
So. So yeah, then we have.  
We have five of the seven voting members, so that does constitute a quorum.

 **Terry Silver** 1:55  
Excellent.  
So our next item of business is to approve a statement of necessity due to scheduling conflicts.  
Lesson a quorum of Volunteer Tennessee executive committee members are present in person for the meeting today.  
So under Tennessee Code annotated section 8-44 DASH 108.  
The Volunteer Tennessee Commission is allowed to rely on the participation of members by electronic or other means.  
Constitute a quorum only upon determination by the Commission that a necessity exists. So the executive committee is scheduled to consider time sensitive agenda items 202526 Commission support, Grant and Commission investment fund budgets and the 202526 Volunteer Center and Youth Civ.  
Engagement grant funding.  
Do I hear a motion to approve the determination of necessity to proceed?  
With the meaning and a quorum to include electronic and phone participants based on time sensitivity of today's matter, do I have anyone to make a motion?

 **Eileen Wollam** 3:07  
I so move.

 **Jim Snell** 3:07  
Oh.

 **Betty White** 3:07  
So moved.

 **Jim Snell** 3:09  
I think Eileen Beatit to it.

 **Betty White** 3:10  
2nd.

 **Jim Snell** 3:12  
So Betty made the second OK and and Nathan, Nathan is just joining us so.

 **Terry Silver** 3:16  
Excellent.

 **+14\*\*\*\*\*\*\*84** 3:18  
Hello friends I'm stuck in Nashville traffic so I'm listening via phone but I'm here now.

 **Terry Silver** 3:23  
Thank you.

 **+14\*\*\*\*\*\*\*84** 3:23  
I thought we would be there by now. We are not.

 **Betty White** 3:23  
Yeah, I understand.

 **Terry Silver** 3:25  
No worries, no worries.  
OK.  
So we have, Jim.  
Did you get the names?

 **Jim Snell** 3:30  
Yeah. So Eileen made the motion, and Betty made the 2nd.

 **Terry Silver** 3:33  
OK.  
Second, OK.  
So can we have a roll call vote please?

 **Jim Snell** 3:39  
Sure.  
Let's see.  
Destiny brown.  
Nathan farner.

 **+14\*\*\*\*\*\*\*84** 3:49  
Aye.

 **Jim Snell** 3:51  
Oh, sorry, Nathan, just.  
You you jumped in.  
The vote is for the statement of necessity, you you may have caught that part.

 **+14\*\*\*\*\*\*\*84** 3:59  
Oh yes, OK, perfect.

 **Jim Snell** 4:00  
Yeah, yeah, yeah.

 **+14\*\*\*\*\*\*\*84** 4:01  
Yes, I assume that assume it was the first item so.

 **Betty White** 4:02  
Mm hmm.

 **Jim Snell** 4:04  
Yeah. OK.  
Greg Lyles.

 **Greg Lyles** 4:10  
Yes.

 **Jim Snell** 4:13  
Terry silver.

 **Terry Silver** 4:14  
Yes.

 **Jim Snell** 4:16  
Betty White.

 **Betty White** 4:17  
Yes.

 **Jim Snell** 4:19  
Eileen Wallen.

 **Eileen Wollam** 4:20  
Yes.

 **Jim Snell** 4:22  
Yvonne wood.

 **Evon Wood** 4:23  
Yes.

 **Jim Snell** 4:25  
And Jessica younger.  
OK, OK. So the motion carries.

 **Terry Silver** 4:35  
Very good.  
Let's move to the next item. Our next order of business is to review and approve minutes of the Executive Committee meeting from March the 21st, 2024.  
Hopefully you've received these minutes last week, so just take a moment to review and see if you had any additions or corrections.  
Does anyone have any additions or corrections to the Minutes?  
OK. Do I hear a motion to approve?

 **Greg Lyles** 5:13  
Greg.

 **Terry Silver** 5:13  
Greg and 2nd Nathan.  
Thank you.  
Jim, would you please perform roll call vote?

 **Jim Snell** 5:20  
Yes, sorry. Let me.  
Sorry, I need to move things around.

 **Terry Silver** 5:24  
My my boom too fast.

 **Jim Snell** 5:27  
Just I needed to move my my my document.  
So Greg made the motion and Nathan made the 2nd.

 **Terry Silver** 5:34  
Correct.

 **Jim Snell** 5:36  
Just for clarity.  
OK. And so the roll call?  
Destiny brown.  
Nathan farner.

 **+14\*\*\*\*\*\*\*84** 5:47  
Aye.

 **Jim Snell** 5:49  
Greg Lyles.

 **Greg Lyles** 5:50  
Yes.

 **Jim Snell** 5:54  
Terry silver.

 **Terry Silver** 5:55  
Yes.

 **Jim Snell** 5:57  
Betty White.

 **Betty White** 5:58  
Yes.

 **Jim Snell** 6:00  
Eileen Wallam, Yvonne wood.

 **Eileen Wollam** 6:01  
Yes.

 **Evon Wood** 6:04  
Yes.

 **Jim Snell** 6:05  
And Jessica youngblood.  
OK, the motion carried.

 **Terry Silver** 6:11  
Excellent. We're going to move on to the next item, which is to approve the 202526 Commission support grant budget.  
I'd like for Eileen to start the discussion, please.

 **Eileen Wollam** 6:27  
Umm.

 **Jim Snell** 6:29  
And sorry, Eileen.

 **Eileen Wollam** 6:30  
Yeah.

 **Jim Snell** 6:32  
This budget we sent out and before we get too far into it, I'll just note that just yesterday afternoon or maybe morning we got the actual.  
Federal allocation and it's it's a little bit more than this.  
It's, I think $406,000.  
So it's about two, two and a half, $1000 more than what's in proposed in this budget.

 **Terry Silver** 6:57  
Hmm.

 **Jim Snell** 6:58  
So we will need to, when we bring this before the full Commission, it will be a little bit different than this version that you're you're voting on today, but but not significantly.

 **Eileen Wollam** 7:10  
OK.  
I'm terribly sorry I have.  
I have to say I'm not prepared.

 **Jim Snell** 7:18  
Oh, that's a yeah, yeah.

 **Eileen Wollam** 7:18  
Jim, could you?

 **Jim Snell** 7:20  
I'm sorry, Ile. Actually, now that I think about it, I don't think we actually discussed this at the Grants Committee meeting on Monday because we took up the entire time was on the the other funding vote, so.

 **Eileen Wollam** 7:25  
We did not know.  
Right, yeah.

 **Jim Snell** 7:32  
Yeah. So I apologize.  
I'm I'm happy to step in and and give some details if you'd like.

 **Eileen Wollam** 7:35  
That's OK.  
That's fine.  
Yeah, I just had also everybody.  
I just had cataract surgery on Wednesday morning, so I've been a bit discombobulated this week.  
So thank you, Jim.

 **Terry Silver** 7:51  
Oh, we're glad you're here with us.

 **+14\*\*\*\*\*\*\*84** 7:53  
Right.

 **Eileen Wollam** 7:55  
Thank you.

 **Jim Snell** 7:56  
Yeah, sorry.  
Yeah. That's sorry, Eileen.  
Yeah, I'm happy to to step in, so.  
Let me try and make it maybe a little bit bigger. Oops, that's too big.

 **Greg Lyles** 8:08  
Skip.

 **Jim Snell** 8:09  
That's probably about as big as I'm going to be able to get it and get everything on the screen.  
OK, so you all may remember that.  
Our previous Commission support grant and Commission Investment Fund grants were previously on a calendar year, so they went from January to December of each year.  
Last year, the AmeriCorps agency decided that they wanted to shift that cycle to be July to June.  
June and so they gave us an 18 month grant that went from January of 2024 through June of 2025 and then now going forward, they're all going to be on the July to June time frame.  
So this is a a 12 month grant as opposed to the previous one was an 18 month a one time 18 month Grant.  
So just the the time frame is different from when this is approved.  
Typically this would have been approved.  
In October, for a January start.  
But now we're we're on this New Times time frame.  
The and and as I mentioned before, let me jump back down to the the source of funds.  
This was just an estimate because they they sent us the application instructions, but without the actual allocation, because the federal appropriations hadn't been passed yet.  
So we just estimated that based on what we had previously received under the most recent 12 month grant, not the 18 month grant, but the 12 month.  
And so that's where, that's where that number came from. The state cash match is what's proposed in the the governor's budget for the state fiscal year, which is.  
Is on the same time frame as this budget.  
There's a little bit of money that we anticipate.  
Anticipate that we'll collect from the corporate social purpose network and then the governor's Volunteer Stars awards cash.  
That's money that we've already that we, well, it's based on what we received for the most recent one and we anticipate that we'll get a similar amount in the next budget because this budget actually covers the next Governors Volunteer Stars awards, not the one that just happened but.  
That's our.  
That's where the the source of funds is.  
So let me jump back up.  
The estimated staff expenses.  
Are.  
Are are kind of what they are.  
There's not a whole lot of leeway we have in that.  
The same with the benefits.  
Those are all based on the state.  
The state benefit amounts that that we pay staff.  
The Commission travel is based on actuals.  
From January to December of 2024, which captured a full cycle of Commission meetings.  
So we think that the that's a pretty close estimate of what the actual expenses are going to be. Staff is also based on actual staff travel, the other budget that we'll look at in just a second has more travel funds. So this is not the only source of.  
Travel funds for for staff or Commission.  
This is just specifically for Commission meetings.  
And for staff doing things that aren't related to training and technical assistance, all that training and technical assistance travel is in the next grant.  
No equipment.  
Yeah, Greg.

 **Greg Lyles** 11:49  
Does that travel include?  
Rooms or just travel expense?

 **Jim Snell** 11:55  
Oh, yeah, yeah, that that's a good question.  
No, it it includes hotel expenses and mileage and and food.

 **Greg Lyles** 12:03  
OK.

 **Jim Snell** 12:05  
So it's it includes all of the things and it includes for the the three regular Commission meetings and then the retreat, which is is.

 **Greg Lyles** 12:09  
OK.

 **Jim Snell** 12:21  
A lot of people are do 2 nights.  
With the retreat.  
So yeah, that's that's all included in there. Yeah, good question.

 **Greg Lyles** 12:26  
OK.

 **Jim Snell** 12:29  
Thank you.  
OK.  
So supplies again the supplies is based on our actuals for the most recent 12 month period.  
We don't have any proposed funding for contract and consultant services.  
These other expenses are also again are based on.  
Most recent actuals, Greg, do you?  
Do you have another question or is your hands just is still up from the travel OK.  
But Betty has a question. Yeah.  
You're muted, Betty. Sorry.

 **Greg Lyles** 13:08  
Now let me get that.

 **Terry Silver** 13:08  
Mm hmm.

 **Betty White** 13:09  
I lost the screenshot on my screen.  
Does everyone else still have it?

 **Terry Silver** 13:14  
No, we do not.

 **Greg Lyles** 13:14  
Mm hmm.

 **Terry Silver** 13:15  
I was getting ready to tell him that.

 **Jim Snell** 13:15  
Oh yeah. Yeah, sorry.  
I noticed everything.  
Kind of flickered for a second for me.

 **Terry Silver** 13:20  
It did.  
It did.

 **Jim Snell** 13:23  
Let me stop sharing and reshare and see if that helps.

 **Terry Silver** 13:26  
Yeah.

 **Betty White** 13:26  
OK.  
Thank you.

 **Jim Snell** 13:30  
Does that can y'all see OK.

 **Terry Silver** 13:30  
Perfect. Now we can see it.  
Yes, yes.

 **Jim Snell** 13:32  
Yeah, sorry about that.  
Yeah, I'm not sure what happened there.  
I thought it was just me.  
OK.  
So these other things are are based on most recent actuals.  
So and you know, I can go into detail if if you all want, but you know it's it's postage.  
Governor's Volunteer Stars awards.  
Holding a meeting for the corporate social purpose.  
Various memberships that we have, including our National Association, America's State Service commissions, a couple other things that we have to do, our business, SurveyMonkey Emma is a marketing platform that we use.  
Yeah, Betty.

 **Betty White** 14:23  
My question is, and I think I know the answer, but I forgot the conference is in another budget. Is that correct?

 **Jim Snell** 14:31  
It is.  
It is.

 **Betty White** 14:32  
OK.  
Thank you.

 **Jim Snell** 14:33  
It is sometimes.  
Sometimes we count the match that comes from that conference in this budget. If we need to the match, but we've got more than enough match, so we didn't need to that.  
That's why the line is there.  
But we didn't need to put any match in this budget.

 **Betty White** 14:47  
OK.

 **Jim Snell** 14:50  
Because we have more than enough match to fully draw down all the federal funds that we've been allocated.  
That hasn't always been the case, but, but that's.  
Certainly true of this budget.

 **Terry Silver** 15:02  
Hmm.

 **Betty White** 15:02  
OK.  
Thank you.

 **Jim Snell** 15:03  
Yeah, sure.  
One thing I will note is that because we don't have ARPA funding anymore.  
The amount of even with the slight increase of $2500 or whatever it is.  
To this budget in federal funds.  
Is is lower than what we've had the past couple years, so a lot of the expenses we had to shift.  
From being split 5050 between the federal.  
State to being 100% state or match.

 **Eileen Wollam** 15:37  
Yeah.

 **Jim Snell** 15:39  
And so that's why you see zeros in.  
So I'll scroll back up to the top.  
So this column, the first column after the. The explanation is the federal part and then the match part and the match again is either the state cash appropriation, the cash match that we get from the governor's volunteer stars.  
Awards, a cash match that we anticipate getting from the corporate social purpose.  
So that all that cash is what goes into this column that's here that has has funding amounts in it.  
So computer costs F and a fiscal incorporates a bunch of different things.  
We get that includes the charges that we get for.  
Their financial office.  
To do our accounting, it includes some staff time for the Deputy Commissioner and the Assistant Commissioner because their time gets kind of allocated to all the different divisions within F and a we have to pay our share.  
There's some internal audit cost, so there's a wide variety of things that go into that.  
Include there's also included in that are not specifically F and a fiscal costs, but we get charged.  
A certain amount per month by the Department of General Services. We get charged a certain amount per month for the Department of Human Resources.  
And that's true of every state agency. It's not.  
They're not just picking on us.  
Every state has to pay a portion of that.  
So all of that kind of what you might consider overhead expenses are included in this line and then our space allocation, again based on most recent actuals and communications includes our phone phone lines.  
And our our printing costs that our copier costs that we have.  
So.  
The total federal again, this will go up by about $2500. And So what what we'll do is up here.  
We'll we'll just move some of the costs that are currently in the mat share over to the federal share to to make this number down here be the 404 hundred.  
6000 Whatever the the actual amount is, and then we'll we'll reduce this match so you can see right now we're over matching by $470,000. And so this will go down a little bit and this this one will go up a little bit.  
So the total will stay the same.  
I anticipate the total will stay the same the the numbers will just shift a little bit between between these two numbers.

 **Terry Silver** 18:32  
Thank you.  
Jim, does anyone have any questions or comments?  
Hearing none, do I hear a motion to approve the 202526 Commission support grant budget as presented.

 **+14\*\*\*\*\*\*\*84** 18:50  
So moved.

 **Terry Silver** 18:51  
Nathan in a second.

 **Eileen Wollam** 18:53  
2nd.

 **Terry Silver** 18:55  
Eileen, thank you so much.  
Jim, can we have a roll call vote, please?

 **Jim Snell** 19:03  
Sorry.  
My yeah, it's.  
My Word document is not cooperating with me, where I'm taking the minutes, OK.  
Let's see.  
Destiny brown, Nathan Farner.

 **+14\*\*\*\*\*\*\*84** 19:18  
Time.

 **Jim Snell** 19:19  
Greg Lyles.

 **Greg Lyles** 19:20  
Yes.

 **Jim Snell** 19:22  
Terri silver.

 **Terry Silver** 19:24  
Yes.

 **Jim Snell** 19:25  
Betty White.

 **Betty White** 19:26  
Yes.

 **Jim Snell** 19:28  
Eileen wallam.

 **Eileen Wollam** 19:29  
Yes.

 **Jim Snell** 19:31  
Yvonne wood.

 **Evon Wood** 19:32  
Yes.

 **Jim Snell** 19:33  
And Jessica younger.  
OK.  
So the motion carries.

 **Terry Silver** 19:38  
OK.  
Thank you.  
We're going to move on to the next item, Eileen or Jim, for discussion of the Commission Investment Fund budget. Would you please present?

 **Eileen Wollam** 19:52  
Jim, please.

 **Jim Snell** 19:52  
Sure, Eileen, I'm. I'm happy to step in if you want, yeah.

 **Terry Silver** 19:55  
Thanks.

 **Jim Snell** 19:56  
Yeah. So again, this so these two budgets are our primary operational grants, the Commission support grant that you just approved, which as you saw includes most of the staff salaries and the Commission operations.  
This is primarily our training and Technical Support budget.  
It does include.  
One staff members our our training specialists staff time is included in this budget.  
Everything else is is a mix of travel and conference attendance, that kind of thing.

 **Terry Silver** 20:37  
Hmm.

 **Jim Snell** 20:38  
And and it's it's, it's not just for the Commission, it's for the Commission members.  
Staff members and program staff, so it covers kind of the whole, the whole ball of wax.  
So.  
And the same for this one.  
The actual amount let me Scroll down to the bottom.  
The actual amount is, I think, 166,000 something, so it'll go up again roughly by about $1500 or so.  
And this grant does not require match.  
So that's why there's zeros in the match column, because it doesn't require match. It's 100% federal.  
So we will go back in and we'll bump up maybe one or two of these line.  
I was $1500 isn't a whole lot of money, so we'll it'll probably end up just going into a single line item to increase the number of people that were able to send to a particular thing.

 **Terry Silver** 21:34  
Hmm.

 **Jim Snell** 21:35  
So there's, as I mentioned, there's a lot of staff travel for various things to attend.  
Statewide trainings, events, meetings, the there's a national service training that's hosted by America's Service commissions.  
And some of these have zeros because again, we had an 18 month budget that gave us more money. And so we had additional funds in the previous budget, but we left those line items in here in case the amount actually went up and we might be able to.  
Put some funding into one of these line items.  
It's currently 0.  
It includes.  
Staff and Commissioner travel to the annual America Service Commission's leadership convening.  
This.  
So to distinguish this line, item is for volunteer Tennessee staff travel to the National Service training.  
This is for Commissioner and program director, travel to the the same training.  
But they're just broken out into different lines to distinguish between the the different groups, and then these next line items that say program director or program travel are for various things for the program staff. The programs that we fund.  
So there's some funding for a program director training retreat that will we will host.  
And then we we bring.  
Program directors to the Tennessee Conference on volunteerism and Service Learning.  
So there's some funding in there for them to to attend that.  
No equipment.  
Some supplies for the conference.  
The contractual and consultant services.  
We pay for an online system that we use to communicate with programs.  
That's $300.00 a year.  
We we pay American service commissions.  
And then they in turn provide training and technical assistance.  
Directly to programs.  
So there's funding for that, the National Service, criminal History check courses for programs is just to make sure that programs know how to correctly perform those national service criminal history checks, which are are required by the AmeriCorps agency.  
America learns is a is a the platform that allows us to collect invoices from programs instead of them.  
Sending us spreadsheets you all may remember at the last meeting in.  
I think it.  
Well, actually I think it was the last meeting. The regular meeting in 2024, we added this line item to pay for this new system before America learns programs were just sending us spreadsheets and we had to create individual spreadsheets for each program. And each spreadsheet had.

 **Terry Silver** 24:33  
Mm hmm.

 **Jim Snell** 24:41  
Multiple tabs.  
This kind of condenses this all into an online system.  
So that they can just submit it through that online system.

 **Terry Silver** 24:52  
OK.

 **+14\*\*\*\*\*\*\*84** 24:52  
Got it.  
Thank you.

 **Jim Snell** 24:54  
So that's what that's for.  
The member engagement consultants, that again is a fee that we pay to America's service commissions and they in turn provide services for AmeriCorps members.  
A trainer for the program director fall training and a trainer for the program director spring training.  
Then the other support costs.  
These are mostly fees for attending conferences.  
So the the registration fees are not included in the travel line item. A lot of those are included here.  
So this the program director training retreat, those are that will be supplies and and I think it also includes.  
Food.  
And maybe hotel rooms.  
Sorry, I'd have to look at the the the actual line item calculation, but essentially this is a training retreat that volunteer Tennessee would like to host.  
It's been a while since we've done an in person training, but we want to get back to doing doing those for the programs and so that would provide for an in person training.

 **Terry Silver** 26:13  
Good.

 **Jim Snell** 26:16  
So then there's a subscription for. This is for a couple different services that allow us to communicate with programs.  
The Conference on Volunteers and service learning.  
This is for everything that wasn't included in the supplies line item.  
So the food, the hotel rooms, all, all of the other stuff that's not supplies is captured here for the conference.  
The registration fee for the the American Service Commission's leadership convening.  
For the the the executive director and the chair.  
The registration fees for the National Service training for the people whose travel was included up above.  
Then the other things.  
Are you know, computer, phone and rent for our trainer, our training person, Candace.  
So those are those are the portion of her share of those expenses that are charged to this grant.  
And again the the actual amount will be a little bit more than this of the 166,000.  
But it it won't change substantially. It'll just be a a slight revision.

 **Terry Silver** 27:29  
OK.  
Thank you, Jim.  
Does anybody have any questions or comments at this time?  
OK, hearing.  
None. Do I hear a motion to approve the 202526 Commission Investment Fund budget as presented.

 **Evon Wood** 27:51  
The move.

 **Jim Snell** 27:55  
What we got, we had two at the same time.  
Who was the first one?  
Was. Was it Yvonne?

 **Terry Silver** 27:59  
I think so.

 **Evon Wood** 28:00  
Yes.

 **Jim Snell** 28:01  
Yeah. OK.  
So sorry, I think, Yvonne. OK, thank you, Betty.

 **Betty White** 28:02  
I'll 2nd.

 **Terry Silver** 28:05  
Thank you. Jim, would you please perform the roll call vote as you're able?

 **Jim Snell** 28:11  
Yeah, sure, of course. OK.  
Destiny brown.  
Nathan farner.

 **+14\*\*\*\*\*\*\*84** 28:18  
Aye.

 **Jim Snell** 28:20  
Greg Lyles.  
Terri silver.

 **Terry Silver** 28:24  
Yes.

 **Jim Snell** 28:26  
Betty White.

 **Betty White** 28:27  
Yes.

 **Jim Snell** 28:29  
Kiley wall.  
Yvonne wood.

 **Evon Wood** 28:34  
Yes.

 **Jim Snell** 28:35  
And Jessica youngblood.  
And the the motion carried.

 **Terry Silver** 28:40  
OK.  
Thank you.  
Jim, did we receive all of our conflict of interest forms?

 **Jim Snell** 28:48  
Yeah, let me let me pull that up really quickly.

 **Terry Silver** 28:51  
OK.

 **Jim Snell** 28:52  
Let's see.  
So we've got.  
I think.  
So I've got one for Greg Terry.  
Betty is traveling OK. Yeah. OK.

 **+14\*\*\*\*\*\*\*84** 29:08  
Jim, I did not send you one, so Yep.

 **Jim Snell** 29:12  
So yeah, so I don't have one for for Nathan. And then Betty is traveling. So she sent an e-mail, I believe, stating that she did not have a conflict.  
And we can also do that verbally and then she can send the actual signed conflict of interest form. What she gets back into into town.

 **Terry Silver** 29:33  
Same thing for Nathan.

 **+14\*\*\*\*\*\*\*84** 29:36  
And then I I will say I do have a conflict, but you may need me for quorum.

 **Terry Silver** 29:39  
OK.

 **+14\*\*\*\*\*\*\*84** 29:40  
But I can send the forum when I get.  
Yeah. When I get back tonight.

 **Jim Snell** 29:44  
Yeah. Well, yeah, yeah.

 **+14\*\*\*\*\*\*\*84** 29:44  
Not not on the road.

 **Terry Silver** 29:45  
OK.

 **Jim Snell** 29:46  
Well, we four of seven is still a quorum.  
So we, we actually would still have a quorum because.

 **+14\*\*\*\*\*\*\*84** 29:51  
Perfect.  
OK.

 **Jim Snell** 29:55  
As Nathan was kind of implying he, he does have a conflict. Let me.

 **Terry Silver** 30:00  
OK.

 **Jim Snell** 30:03  
Let me just pull that up just quickly.  
Just so everybody remembers.  
And it's on the next sheet anyway as well.  
But East Tennessee State volunteer Odyssey United Way of Greater Chattanooga United Way of Middle Tennessee United Way of West Tennessee.  
Are all applicants for volunteer center grants and then use Civic engagement grant applicants Oasis Center, United Way of Greater Chattanooga. Also applied for this grant United Way of Middle Tennessee also applied for this grant in the United Way of West Tennessee also applied.  
So we had three applicants that applied for both.  
So yeah, so Nathan does have a conflict.

 **Terry Silver** 30:46  
All right.  
Counselor.

 **Jim Snell** 30:52  
Yeah.

 **Terry Silver** 30:52  
OK.  
So Nathan, if you could mute yourself, are you able to to see us visually?

 **+14\*\*\*\*\*\*\*84** 30:57  
Absolutely.  
No, but I've. I've looked at him when he sent him out.

 **Terry Silver** 31:01  
So you'll know when.

 **+14\*\*\*\*\*\*\*84** 31:03  
Yeah, I've looked at him. So I know what they are though. So but I'll, I'll mute myself and just listen in.

 **Terry Silver** 31:05  
OK.

 **+14\*\*\*\*\*\*\*84** 31:06  
But yeah, not a problem.

 **Terry Silver** 31:07  
OK. Just want you to be able to come back.  
Perfect. OK.

 **+14\*\*\*\*\*\*\*84** 31:09  
Yep.

 **Terry Silver** 31:11  
Perfect. OK.  
So, Jim, could you please lead the discussion of the Commission Investment Fund budget?

 **Jim Snell** 31:18  
Oh.  
Yeah, sorry.  
I'm sorry, Terry. The notes that I provided you have the wrong thing in there.

 **Terry Silver** 31:25  
It's OK.

 **Jim Snell** 31:29  
Because we just did the Commission Investment fund, yeah.

 **Terry Silver** 31:29  
Oh, oh, I'm sorry.

 **Jim Snell** 31:31  
So this is for.

 **Terry Silver** 31:31  
It's the youths.  
Let me do that again.

 **Jim Snell** 31:34  
Yeah.

 **Terry Silver** 31:35  
Jim, would you please start the discussion for the 202526 Volunteer Center Youth Civic Engagement grants?

 **Jim Snell** 31:43  
Yes, of course.

 **Terry Silver** 31:44  
Thank you.

 **Jim Snell** 31:47  
So.  
The the sheet that's on the screen is just a generic sheet that shows the applicants how much they requested, and just generally what they were proposing.  
We sent that out ahead of time.  
The subsequent to that the Grants Committee met on Monday.  
There were only two members of that committee that were able to make that call, and they just didn't feel comfortable.  
Making a recommendation.  
So they did, however.  
Have a recommendation?  
On.  
Adding an additional potential option.  
So is everybody able to to see the the spreadsheet that's on the screen now?

 **Terry Silver** 32:37  
Yes.

 **Jim Snell** 32:39  
OK.  
So I'll I'll kind of go through this and explain what what this what this is.  
So there are three options.  
Tab One has fully funding the highest scoring applicants and then kind of dividing the remaining funds evenly.  
With the next highest applicants that scored above 80%.  
And I'll, I'll just say what the different options are and then we can go back maybe and and review the details.  
Option 2 just divides the funds equally between the two separate processes.  
For so, the Volunteer Center group would be allocated the total of $239,025 and the same for you civic engagement. And then the funds from there would be divided based on a percentage of their score.  
So in this example, ETSU would get 89.27% of what they requested.  
Then there's a hybrid that.  
Kind of combines those two a little bit so it fully funds the highest scoring applicants and then.  
Then from there provides funding for the next level of applicants that scored above 80%, again based on a percentage of of their their review score.  
And and I I let me just also explain that these numbers here kind of on the left hand side, those are numbers from the review team and the the scores that they gave to the individual applicants and the average score is in this column column I.  
Other things for you all to think about and consider.  
Jessica suggested that we add information about whether or not they had previously received.  
Funding.  
Some of them have.  
Etsu in the United Way of West Tennessee currently have a planning grant for the Ameri Corps program.  
So it's it's a different funding stream, but they they do currently have grants.  
Because it's a planning grant, neither one of them have any outcomes that we can.  
Outputs are outputs that we can track.  
But Jessica also suggested that if we had outputs outcomes that we could present to the committee for you all to make your consideration that we provide that.  
So.  
United Way of Middle Tennessee hands on Nashville has had volunteer center grants in the past.  
United Way of Greater Chattanooga also has had a volunteer center grant.  
These represent their most recent completed grant cycle.  
And.  
I think I can probably make this a little bit bigger.

 **Terry Silver** 35:46  
Mm hmm.

 **Jim Snell** 35:48  
Hopefully that's a little easier to see.

 **Terry Silver** 35:50  
Mm hmm.

 **Jim Snell** 35:52  
So what?  
What these numbers mean they had hands on Nashville had three different outputs, and for one they achieved 193% of what they proposed.  
So for example, you know if they said they were going to generate 100 volunteers and they did 193.  
That might not be the exact calculation for that.  
The second output they only achieved 49% of what they proposed.  
And the third.  
They only achieved 80%, so they far exceeded 1.  
And then they were about.  
They were under half for the second one and they were, you know, pretty close on the the third one.  
For various reasons, they were not able to report any outcomes for the 1st and the 3rd output, but they achieved 90% of the second one.  
And then the same for United Way of Greater Chattanooga, they achieved 142%.  
Percent of 1 output 40% of the 2nd and 67% of the third.  
They met or exceeded all of their proposed outcomes.

 **Terry Silver** 37:08  
Hmm.

 **Jim Snell** 37:10  
So their outcomes were were even though they underperformed in terms of their outputs. They they did well in terms of their actual outcomes.  
Under the you Civic engagement grant.  
Oasis Center in United Way of Middle Tennessee are the only two that have had a youth civic engagement Grant grant in the past.  
Oasis Center only had one output and they were at 73% of that.  
But their outcome, they exceeded their proposed outcome.  
Uniteway Middle Tennessee did not do very well on their outputs.  
They only achieved 8% and then 36%.  
And their outcomes.  
Were also mixed.  
They didn't achieve 1 outcome at all.  
And then they were at 59% of the 2nd and 151% of the third.  
So a bit of a mix now this this next column is based on a pre ward risk assessment that Neelam Gupta does.

 **Terry Silver** 38:06  
Hmm.

 **Jim Snell** 38:14  
She reviews their their most recent.  
I I 990 I think it is whatever they submit to the IRS.  
Us we have a financial management survey that they submit and then if they have audited financial statements, they submit that Neelam reviews all of that and based on that.  
She she applies a score of either low, medium or high risk, and that's just an estimated risk of how risky it is for volunteer Tennessee to give these people money.

 **Terry Silver** 38:45  
Hmm.

 **Jim Snell** 38:46  
So you can see.  
Three of the volunteer center applicants were low risk.  
One was medium and one was high.  
And three of.  
The youth civic engagement applicants were low and one was medium and again.  
These three are the same as as as these three so so the the.  
Risk assessment scores are the same for both in both categories.  
'Cause, we're assessing the risk of the agency and not of the program itself because the none of these programs currently have any funding because the last cycle of funding expired in December.  
So then the request level is in this next column and then again these awarded these are highlighted in yellow because that this is just the staff recommendation.  
And the various options will depending on what you all decide today, will will fill in the actual amount in this last column.  
So that's a kind of an explanation of what's on the sheet and the three different options.  
Eileen, I don't know if you have any suggestions for the the committee based on your experience with the Grants Committee or anything you'd like to point out in particular that you think is a is a good option.  
Oh yeah, you're muted.

 **Eileen Wollam** 40:26  
OK.  
There I am.  
I.  
I think I like.  
I think I like this one.

 **Jim Snell** 40:41  
But the one that's currently on the screen the option 3.

 **Eileen Wollam** 40:42  
Yeah, I I think I like this one because the, the, the amount of funding that they get.  
Relates, you know, like back to their to their performance on their applications.  
I do like that and.  
And also the.  
The highest scoring.  
One in each category.  
Just automatically gets 100% of what they of what they asked for.  
I think there was something.  
Jim, that you had said about the the, the VO organization, yeah.

 **Jim Snell** 41:34  
Yeah, the volunteer odyssey.

 **Eileen Wollam** 41:38  
About the.  
The the reason why they were given a a high high risk.  
It had something to do with the fact that they're a very that they're a very small.  
Organization and there was a question about whether or not they had the the the experience and the staff to.  
Manage what they were asking for, I think.

 **Jim Snell** 42:10  
Sure. Yeah. Yeah. Well, I've I've pulled this.  
This this was one of the handouts that went out last week, but it it may be confusing if you if you don't understand what it is, but this is the form that Neelam uses to track her. Her assessment of the risk.  
And you know, there's there's essentially 3 different options and based it's either AB or C.  
And they get either three points, four points, three points, or two points, depending on what what category they fall into.  
Obviously with a four being the the best in C2 being the worst.  
So they don't have. They have not had any federal grants from us and as far as Neelam could determine, they don't have any experience managing any federal grants.  
At all. So that obviously that is, you know, it doesn't mean that they can't do it.  
It just means that they have not done it and in terms of if you're assessing risk if somebody's never done this before, then that puts them at a higher risk if they if they haven't done it.  
So this is whether or not they've they've administered a similar grant, even if it's not a federal grant. If they have experience, say, administering.  
A state grant or.  
A foundation grant or something that's of relatively equal size and again based on based on neelam's review, she didn't find anything that indicated that they had done anything of equal manage the grant of equal size.  
They they do not have.  
They're not big enough to qualify for the requirement to do the single audit.  
Which isn't their fault.  
They just are a small agency, but because we don't have audited statements, that is, that also increases the risk.  
They didn't provide their most recent financial statements and again.  
That's that's probably because they're relatively small agency and they.  
'Re this audit that's up above here in three.  
That's a federal audit that's required if you receive a certain threshold of money.  
It says $500,000 here, but I think that threshold has actually gone up to $700,000.  
So if you receive more than $700,000 in federal funding, regardless of the source, you have to do, you have to do what's called a single audit.  
That they're under that threshold a lot of times, agencies will still have their their their funds audited just because it's a good practice.

 **Eileen Wollam** 45:04  
Bye.

 **Jim Snell** 45:09  
But as far as we could tell, they have not had any audits done of their financial statements.  
And so.  
That again is is a risk factor.

 **Terry Silver** 45:20  
Hmm.

 **Jim Snell** 45:21  
Then this next one.  
Neelam, based on the policies that they submitted to us for review.  
There were a couple things that they were missing whistleblower policy.  
And document retention and destruction.  
And so that again, not having some of those kind of policies puts them at at higher risk.

 **Terry Silver** 45:50  
Mm hmm.

 **Jim Snell** 45:50  
They did, however, have.  
Policy written policies and procedures for for several other things.  
And so they got a better score for that.  
So those things all combined give them the rating of a high risk.  
And again, just to clarify, that doesn't mean that they cannot.  
They couldn't manage the grant.  
It just means that there is risk involved with if volunteer Tennessee were to.  
Select them for funding.  
There's potential risk there that they may not be able to handle it.

 **Eileen Wollam** 46:28  
I I had asked Jim if they could maybe get a, you know, small amount of money for a planning grant.  
But Jim had said that.  
Planning grants are just for the AmeriCorps programs.  
I think that's what you said, right?

 **Jim Snell** 46:47  
Yeah, yeah. I mean we we have not.  
We've not typically done a planning grant before for volunteer centers or you civic engagement programs.  
That doesn't mean that we can't.  
I mean that that decision is yours.

 **Eileen Wollam** 46:59  
OK.

 **Jim Snell** 47:00  
Yeah, that decision is is is up to you all. Not not to me.  
You all decide how the money gets divvied up.  
This is just a staff recommendation. We have not typically done that in the past.  
The the amount of funding is generally a good bit smaller than what we provide.  
To AmeriCorps programs, the AmeriCorps programs are in general a lot more complex.  
And so it makes sense to do a planning grant for AmeriCorps potential AmeriCorps programs. Due to the complexity of it.  
I think.  
The.  
The providing a planning grant to volunteer Odyssey would not reduce their risk, in my opinion, in any substantial way other than that very top. One of whether or not they've had federal.

 **Eileen Wollam** 47:42  
Hmm.

 **Jim Snell** 47:49  
Funds before that would change from no to yes.  
All the other things though, in terms of the risk now again this is not saying that they can't, could not or would not be able to manage a larger grant, but their risk would not significantly decrease with with a planning grant.  
So my recommendation would be to.  
To not do a planning grant for them, that would also decrease the amount of.  
Funds for agencies.  
That's other applicants that scored higher than them.  
And Speaking of scores, just really briefly, I should have noted this earlier, but in both categories the applicants are sorted based on their their average application score, not alphabetically. It almost matches alphabetically, but not exactly.

 **Terry Silver** 48:39  
Mm H.

 **Jim Snell** 48:43  
But that's that's why.  
That's why if you look on the far left these.  
Agencies are not in alphabetical order.  
It's because they're ranked based on their application average review score.  
So so yeah that I agree with Eileen though that this option is a pretty good one, I will note.  
Because the in the top one, ETSU, had a significantly higher score than the other applicants.  
In the bottom one, there were two Oasis center and you know Middle Tennessee.  
They both had scores in the 90s.  
And.  
Yeah. One had an 85 and the other had a 69.  
So the staff recommendation was to for this process to fund both of these that scored in the 90s a 100%.  
But we could certainly change that that funding formula if you'd like.  
And in fact, now that I look at this, we would need to change something here because the.  
The amount that that this provides actually exceeds.  
What we have available?

 **Eileen Wollam** 49:57  
Hmm.

 **Jim Snell** 49:59  
So it would need to go down.  
So that would. Sorry, let me.  
Yeah. So.  
If we if we funded the top scoring ones at 100% including the two below here and then started awarding funds based on.  
Based on their application score.  
Yahweh Middle Tennessee hands on Nashville would get 83%.  
You know, I way Greater Chattanooga would also get 83%.  
But then you get into the next category.  
The United Way of West Tennessee.  
They had the lowest score out, not counting volunteer Odyssey, which had the lowest but out of the ones that scored.  
In the 80s they had the lowest score, and so and there's not enough money to to fund them at 83%. So this would only provide them with 35%. And then in this the one on the bottom.  
This particular configuration.  
Would you know?  
Round it up. It provides 86% of the the request for Unite Wave Greater Chattanooga.  
And and no funding for the lowest scoring applicant in either either.  
Category.  
So the the volunteer center had more applicants, and there's a little bit more funding allocated to the to that process, but it doesn't have to be that way. You can see that this current configuration allocates 241,000 to volunteer centers and 230.  
6000 to use civic engagement, we can certainly adjust that if you all want.  
Yeah, Betty.

 **Terry Silver** 52:00  
OK.

 **Jim Snell** 52:02  
Betty has her hand up.

 **Betty White** 52:04  
In looking, yeah, in looking at this, it seems as if if I'm reading it correctly and I'll admit I'm not the best at this, but the average score. Whoops, the average score.  
For United Way of West Tennessee is only like 2 percentage points lower than the ones above it.  
And yet we're giving 35% as opposed to the 83.  
I have a little problem with that.

 **Jim Snell** 52:36  
Yeah, yeah.

 **Betty White** 52:37  
Is it because we don't have any outputs or outcomes for them? Or is it because they have a medium risk or I just I would like to see a little, I mean not the full amount, but I would really like to see a little adjustment there if it.

 **Jim Snell** 52:49  
Mm hmm.  
Sure.

 **Betty White** 52:52  
Seems that other people agree.

 **Jim Snell** 52:54  
Yeah. Well, so the, the, the, the rationale for that and and we can certainly change it.  
You know, this is just a suggestion. I'm not tied to the suggestion.  
The rationale is that you start with the higher scoring applicants and you start giving out money until the money's gone, essentially.  
And if you if you give these to applicants, that's again, it's the difference in scores.  
Is only a couple points, so it's not that big of a difference. You're right about that.  
But if you're if you're giving it out solely based on their average score.  
Then you essentially run out of money before you get to this third one.

 **Terry Silver** 53:37  
Hmm.

 **Betty White** 53:38  
Right.

 **Jim Snell** 53:39  
And and I'm not sure that 35% of the funding request is gonna be enough for them to do even a portion of what they proposed to do.  
I.  
I just don't know.  
They may. They may come if if, if you all voted to approve.  
That amount they may come back and say sorry, we just can't do do it with with only 35% we we declined the offer. I I don't know.  
So one thing we could do if you want is we could adjust.  
So instead of giving you nine way, Middle Tennessee 100%, give them 92% and and just give the the highest scoring applicant in each category 100%.

 **Betty White** 54:21  
Mm hmm.

 **Jim Snell** 54:22  
So if we did that.  
That would then.  
And then took that and allocated it back up to United Way of West Tennessee.

 **Terry Silver** 54:37  
Hmm.

 **Jim Snell** 54:42  
That would give them 57%.  
We could make other adjustments if you all want to. Some of these other. So I mean we we could instead of giving these applicants 83%.  
We could potentially give them 80%.  
Just kind of as a.  
Flat percentage that would it.  
It provides some additional funding that could go here.  
Down here we could do the same thing.  
Right now it's for the United Way of Greater Chattanooga.  
It's 86% we could reduce that. I mean they, they did have an 85.5. So they did have a little bit higher of a score than, but they're they're one thing is that they're kind of apples and oranges. The applications were different from the.  
Top group in the bottom group, so within the volunteer centers these are a good comparison. But between the two, it's not really a fair comparison to look at the score between the two different processes because they were a little bit different.  
But we could.  
We could adjust that number as well.

 **Betty White** 55:58  
I'd like to know what other people think 'cause. I will admit I'm not the best at understanding all of this.

 **Eileen Wollam** 56:09  
Well, I like what we just did in the volunteer center.  
Process.  
So do we.  
We still need to.  
Do we still need to reduce based on the the, the, the shortage or are we OK with that now?

 **Jim Snell** 56:33  
No, the the numbers that are on the screen.  
It's kind of hard.  
It might be hard to see down in the bottom right hand corner.  
The amount requested or allocated now equals the amount available.  
So there's no more.

 **Eileen Wollam** 56:49  
OK.  
So we're we're zero good.

 **Jim Snell** 56:50  
Yeah. And that that's with increasing United Way of West Tennessee to 57% and decreasing United Way of Middle Tennessee to 93%.

 **Terry Silver** 56:56  
Mm hmm.  
Mm hmm.

 **Eileen Wollam** 57:01  
OK.  
Umm.  
So I think I.  
I actually think I'm good with what we have there now.

 **Terry Silver** 57:14  
Betty, I was thinking the same thing.  
I I like the idea of reducing a little bit to award some money.  
I thought that 35 whatever 33 was a little low.  
So I if we can take up the the 83% at the top, both of those 83 moving to 80 and then give those six, I don't know what it be 6% down to the 57.  
See what I'm saying, Jim? Yeah.

 **Jim Snell** 57:41  
Yeah. Let me put.

 **Eileen Wollam** 57:42  
Yeah.

 **Jim Snell** 57:42  
Let me put those numbers in.

 **Terry Silver** 57:43  
It's.  
Yeah.

 **Jim Snell** 57:52  
And did you say to reduce this one as well?

 **Terry Silver** 57:53  
Mm hmm.

 **Jim Snell** 57:55  
Sorry, I was trying to type in numbers.

 **Terry Silver** 57:56  
No, I did not.  
I just was talking about the top.  
Just what you did.

 **Jim Snell** 57:59  
Yeah. OK.

 **Terry Silver** 58:00  
It was exactly what I was thinking. If if the rest of the committee approves.

 **Jim Snell** 58:00  
Yeah, yeah, yeah.

 **Eileen Wollam** 58:04  
Yeah, I'm happy with that.

 **Jim Snell** 58:07  
And that then brings up United Way of West Tennessee the 71%.

 **Eileen Wollam** 58:11  
Mm hmm.

 **Terry Silver** 58:13  
That's that's.

 **Betty White** 58:13  
I feel like that gives them the opportunity to be successful and to have some money to try to execute those programs.

 **Terry Silver** 58:25  
Does someone else have their hand up?  
OK.  
OK. Do we have any further questions or comments?  
I know we're kind of close to our time. OK, so we're looking at option 3.  
Do I hear a motion to approve 202526 volunteer center?  
And youth civic engagement option three recommendation as presented.

 **Greg Lyles** 58:50  
Still move great.

 **Eileen Wollam** 58:51  
Thanks.

 **Terry Silver** 58:52  
Greg.

 **Eileen Wollam** 58:54  
I so I second I guess.

 **Terry Silver** 58:56  
OK. Eileen, second, thank you both.

 **Greg Lyles** 58:58  
OK.

 **Terry Silver** 59:00  
And Jim, when you're available, could you do the roll call vote, please?

 **Jim Snell** 59:04  
Sure.  
Destiny brown.  
Nathan Farner has a conflict.  
Greg Lyles.

 **Greg Lyles** 59:16  
Yes.

 **Jim Snell** 59:20  
Terry silver.

 **Terry Silver** 59:22  
Yes.

 **Jim Snell** 59:24  
Betty White.

 **Betty White** 59:26  
Yes.

 **Jim Snell** 59:27  
Ali wallam.

 **Eileen Wollam** 59:28  
Yes.

 **Jim Snell** 59:29  
Yvonne wood.

 **Evon Wood** 59:31  
Yes.

 **Jim Snell** 59:32  
And Jessica Youngblood, the motion carries.

 **Terry Silver** 59:37  
OK.  
Thank you all.  
Good, good discussion. I'm good.  
OK. The last thing on our agenda is to open up for public comment.  
Any member of the public wishing to address the executive committee during the public comment period must make a request.  
In writing to Jim Snell at Jim dot Snell at 10 Gov.  
Or 615-253-1426.  
No later than one business day in advance of the meeting date, comments must be relevant to the published agenda items.  
Jim, did we receive any requests for public comments?

 **Jim Snell** 1:00:18  
No, we did not. And we do not have any members of the public either in person or online.

 **Terry Silver** 1:00:25  
OK.  
Thank you very much.  
Do we have any final questions or comments?  
OK, Jim.  
We'll be sending out an evaluation and a follow up e-mail.  
Please make sure you complete that in a timely manner.  
Thank you all so much for being here and for, you know, giving your input into these decisions.  
Do I have a motion to adjourn?

 **Betty White** 1:00:50  
So moved.

 **Terry Silver** 1:00:51  
Betty, a second.

 **Eileen Wollam** 1:00:54  
2nd.

 **Terry Silver** 1:00:55  
Thank you, Eileen.  
And and the meeting is adjourned.  
Thank you everyone. Thank you.

 **Jim Snell** 1:01:00  
Thanks everyone.

 **Eileen Wollam** 1:01:00  
Thank you everybody.

 **Betty White** 1:01:01  
Great meeting.  
Thank you for your efficiency. Yeah, thank you. OK.

 **+14\*\*\*\*\*\*\*84** 1:01:03  
Thank you all.

 **Jim Snell** 1:01:04  
Have a great weekend.

 **Terry Silver** 1:01:05  
Be safe, Nathan.

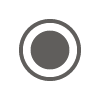
 **Eileen Wollam** 1:01:05  
You too.

 **Jim Snell** 1:01:07  
Bye bye.

 **+14\*\*\*\*\*\*\*84** 1:01:07  
Bye.

 **Eileen Wollam** 1:01:08  
Right.

 **Terry Silver** 1:01:08  
Bye bye.

 **Jim Snell** stopped transcription