**Members in Attendance:** Amy Pinger, Ginger Williams, David Battey, Ben Jones, Stephanie Kupper, Cindy Miles, Emily Riner, Carolyn Campbell, Melanie Haas, Barbara Hickert

**Members Not in Attendance**: Selena Eckstrom, Linn Hogg

**Ex-Officio Members in Attendance:** Daniel Cruz

**Ex-Officio Members Not in Attendance:** Mark Stump

**Staff in Attendance**: Jessica Dorsey, Kat Seeley, Amanda Noll, Elaine Rodriguez, Tierney Kirtdoll, Haley Breese, Sarah Nelson

**Welcome and Commissioner Pledge**

Chairperson Amy Pinger called the meeting to order at 1:00PM. The Commissioners recited the Commissioner pledge.

**Roll Call of Commissioners**

Led by Kat Seeley

**Approval of Minutes**

After two corrections to the minutes were discussed, Cindy Miles motions to approve minutes and Stephanie Kupper Seconds. Chairperson Amy Pinger Approves October 01, 2024, meeting minutes.

**AmeriCorps Debt Collection Letter**

The payment integrity assessment is a standard procedure that Americorps does annually. Per standard procedure the Kansas Office of Refuges was

selected for review. It was found that an AmeriCorps member did not receive a state of residence background check. There is no additional documentation we can request regarding this member. AmeriCorps debt collection policy relating to National Service Criminal History Checks states you must automatically take six months expenses if you do not have proof of background check.

2022payment integrity assessment under the Payment Integrity Information Act (PIIA)

Grant #18AFHKS001 (2018 AmeriCorps)

Subrecipient #18AFHKS0010012 (Kansas Office for Refugees)

Began January 3, 2022 – last submission on May 2, 2022.

**Jessica received follow up on December 12, 2022, with the findings. Email Indicates:**

We will reach out to you in the coming weeks to provide more information on how to calculate NSCHC disallowance and what documents must be provided to support the calculations. This email does not serve as an official debt notification. AmeriCorps will notify you of potential disallowances, if applicable.

**The next email received was in February 2024, requesting additional follow up.**

The findings were calculated to have a cost disallowance of $6,503.23.

The Commission can appeal, pay the debt in full, set up a payment plan or shift the debt to the subgrantee.

The option to appeal this cost disallowance would be under the grounds of not being fair or equitable. Jessica does not advocate to pass this cost on to the Kansas Office of Refugees it would be detrimental to the program and staff. If we pay this in full, we will have $3,281.42 remaining in our budget.

**Open Discussion:**

Daniel Cruz recommended that if the debt does need to be paid, to pay in full to avoid any additional fees or charges that come with a payment plan. He stated that just

recently AmeriCorps has become more forgiving NSCHC related disallowances. Now would be the time to appeal and recommends challenging this cost disallowance. This appeal could take months to be approved or denied.

Ben Jones recommends moving forward with an appeal and if denied a further discussion on payment responsibility should take place. Due to Stephanie Kupper’s experience working in private enterprise and corporations she agrees the best decision is to appeal this claim. The group discussed the best option is to pursue the relationship with the program and conserve funds to prepare for denial of the appeal.

**AmeriCorps Grant Review Committee**

The staff anticipates having fourteen operational grants and 1-2 planning grants to review. Grant review runs February 1, 2025 – March 27, 2025

Honorarium is provided for grant reviewers: $75 per operational grant and $50 per planning grant.

There is a need for 2 Commissioners for the AmeriCorps Grant Review Committee.

The commissioners who expressed interest included Emily Riner, Melanie Haas, Stephanie Kupper and Ben Jones as an alternative.

**2024 Challenges**

* Staff capacity – serving 100s of partner organizations with seven people.
* Lack of grant management knowledge among new applicants.
* Service Enterprise action plan needs revisited in 2025 to explore other volunteer opportunities.

**2024 Successes**

* 2024 Civic Engagement Conference
* AmeriCorps Program Director Training
* Successful restructure of positions.
* Expanded email reach with an open rate that exceeds industry average.
* Development of the impact map.
* New Professional Development fund.
* Coordination of KSDE United Way Campaign.
* Pine Ridge Preschool Partnership

**AmeriCorps Planning Grants:**

* Fort Hays State University
* Wichita State University
* Eudora Public Schools

**AmeriCorps Programs and Members:**

2018-2019 = 8 programs and 224 members

2023-2024 = 11 programs and 278 members

**Service Enterprise Accreditation:**

* Butler County Department on Aging RSVP and Foster Grandparents
* OZ Museum/Columbian Theatre Foundation

**Give Back Kansas Challenge:**

* 16 organizations participated
* 6,232 volunteer hours by 3,117 employees
* The value of a volunteer hour in Kansas is $29.69, which makes the total contribution of this year’s Give Back Kansas Challenge $185,028.

**Civic Advocacy Network Awards:**

* USD 230 Prairie Creek Elementary School
* USD 230 Timber Sage Elementary
* USD 230 Dayton Creek Elementary
* USD 305 Lakewood Middle School
* USD 327 Ellsworth Junior Senior High School
* USD 405 Lyons High School
* USD 405 Lyons Middle School
* USD 475 Westwood Elementary School
* USD 475 Washington Elementary School
* USD 475 Eisenhower Elementary
* USD 475 Seitz Elementary

**2025 Meeting Dates**

January 7 – Coffee with Commissioners

February 4 – Virtual Meeting

March 12 – Legislative Day

April 15 – Virtual Meeting

May 6 – Coffee with Commissioners

June 3 – Virtual Meeting

July 8 – Coffee with Commissioners

August 12 – Virtual Meeting

September 2 – Coffee with Commissioners

October 7 – Virtual Meeting

November 4 – Coffee with Commissioners

December 2 – Virtual Meeting

**2025-2026 Officer Nominations**

Nominations Committee:

* Emily Riner
* Amy Pinger
* Carolyn Campbell

2025-2026 Officer Recommendation:

* Ginger Williams, Chair
* Stephanie Kupper, Vice-Chair

\*Nominations for the Chair and Vice-Chair shall also be taken from the floor during the annual meeting.

**Adjourn**

Carolyn Campbell made motion to adjourn. David Battey seconded.

Chairperson Amy Pinger moved to adjourn meeting.